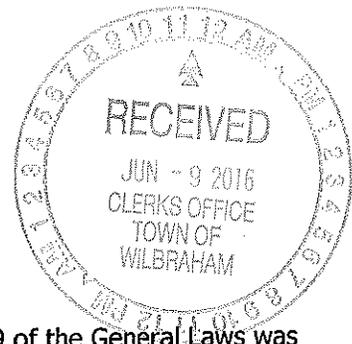


**WILBRAHAM HOUSING AUTHORITY
ANNUAL BOARD MEETING
JUNE 14, 2016 7:00 PM
THE PINES DEVELOPMENT
88 STONY HILL ROAD**



A. Notice to Town Clerk

A notice of the June 14, 2016 scheduled board meeting pursuant to Section 23B of Chapter 39 of the General Laws was sent to the Town Clerk on June 9, 2016 and posted at the Town Hall.

B. Roll Call

C. Minutes

May 10, 2016 minutes (enc., vote)

D. Executive Director's Report

1. The window project is in full swing. All the windows have been measured and ordered. Installation has started at the Pines.
2. All the paper work is finally complete for the gym roof project.
3. Rent re-certification paperwork has been sent out to the tenants at Miles Morgan Court.
4. Yearly inspections of units are on-going.
5. Funding for the Congregate.
6. The MassNahro conference was very informative. Some of the items discussed were the Regional Capital Assistance Team (RCAT) Program with an Advisory Board, Rent Re-certifications, the Performance Management Review(PMR), Dealing with Fraud, the new Vacancy Reporting System, and Social Security.

E. Unfinished Business

1. Board of Commissioner Emails – see Public Housing Notice 2016-13

F. New Business

1. Budget Revision (enc., vote)
2. Vote on Certificate of Final Completion and the Final 5% payment to Rockwell Roofing Inc. for roofing at the Pines.
(at meeting, vote)
3. Vote on the apparent low bid award for the Replacement of Smoke Detectors at Miles Morgan Court (enc., vote)
4. Change the date for the August meeting to August 16, 2016
5. Ethics Training (enc., bring certificate to meeting)
6. Annual Meeting(enc., vote)
 - Chairperson
 - Vice-Chairperson
 - Treasurer
 - Assistant Treasurer

G. Treasurer's Reports, Bills, and Communications

1. Treasurer's Reports dated May 31, 2016 (year end, at next meeting)
2. Invoices and Checks (vote)
3. Communications
 - MassNahro newsletter-emailed 6/3/2016
 - Letter from DHCD on Formula Funding
 - Public Housing Notice 2016-13 (enc.)

H. Close Regular Meeting

**NEXT MEETING; 7:00 P.M. JULY 12, 2016
12 MILES MORGAN COURT**