



Sterling Housing Authority

C/O Leominster Housing Authority, Managing Agent
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Town Clerk Received:

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TOWN OF STERLING
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NOTICE OF ANNUAL MEETING

Submitted by: Benjamin Gold, Executive Director 8/12/2020

The Sterling Housing Authority will meet virtually on Wednesday, August 19th at 5:30 pm. Due to social distancing guidelines related to the COVID-19 state of emergency, this meeting will be held remotely, not at the Sterling Housing Authority's 41 Sholan Terrace offices. The public is invited to call in to the meeting via phone. To do so, call the conference line at **1-877-309-2073** and enter the **Access Code 899-371-925** followed by the # sign. The meeting will start promptly at 6:30 pm. The Board Chair will conduct the meeting and all discussion will be strictly limited to matters on the agenda. Participants will be instructed on the appropriate time and manner for public comment during the meeting.

ITEMS TO BE DISCUSSED

1. **Meeting Called to Order**
 - a. Roll Call
 - b. Welcome New Board Member – Carolyn Heimberg
 - c. Annual Meeting – Election of Officers
 - d. Approval of Regular Minutes of June 17, 2020
2. **Executive Director Report**
 - a. COVID-19 Update
 - b. Virtual Town Hall Held July 28th
 - c. Virtual MassNAHRO Conference
3. **Financials**
 - a. Approval of Financial Report for June/July 2020
 - b. Agreed-Upon Procedures (AUP) Draft Report – December 31, 2019
4. **Administration**
 - a. Modernization/Work Order Report
 - b. State-Aided Housing Report
5. **Unfinished Business**
6. **New Business**
 - a. Resolution 202009 – Approval of Change Order #1, Roof Replacement, Fish #282033
 - b. Resolution 202010 – Approval of Substantial Completion, Roof Replacement, Fish #282033
 - c. Resolution 202011 – Approval of Final Completion, Roof Replacement, Fish #282033
 - d. Resolution 202012 – Approval to Adopt Grievance Policy
 - e. Resolution 202013 – Approval to Adopt Tenant Personal Property Policy
 - f. Resolution 202014 – Approval to Adopt Revised CORI Policy
7. **Other Correspondence**
 - a. RCAT Advisory Board Quarterly Meeting Notice
 - b. DHCD Public Housing Notices 2020-23 to 2020-28
8. **Resident Participation** – None Requested
9. **Motion to Adjourn** – Next meeting scheduled for September 23, 2020