

METHUEN HOUSING AUTHORITY

Regular Meeting

Agenda

April 8, 2026, 6:00 P.M.

The meeting will be held at the Community Room located at 22 Mystic Street: Methuen, MA

1. Roll Call

2. Public Participation

3. Approval of Minutes

- Regular Meeting Minutes – March 11, 2026
- Special Meeting Minutes – March 25, 2026

4. Correspondence

- Senior Housing Newsletter

5. Approval of Payments for Period: 3/1/2026 – 3/31/2026

6. Reports

- Executive Director Report
- Public Housing Occupancy and Vacancy Report
- Work Order Report
- NSPIRE
- Accountant's Report /Financial Statements, Period End February 28, 2026

7. Old Business

- Consideration of Approving Change Order 0002 for Project #181157; \$11,405.98(Previously tabled)
- Consideration of Setting Goals for the Executive Director (Previously tabled)

8. New Business

- Consideration of Approving Change Order 0002 for Project #181113; \$31,618.13
- Consideration of Awarding the Housing Quality Standards (HQS) / NSPIRE Inspection Services to McCright & Associates, Inc; NTE \$110,000
- Consideration of Awarding the Landscaping Maintenance Service Contract to True Landscaping NTE \$50,000
- Consideration of Approving a Sole Source Procurement for Fire Alarm Equipment (Notifier Brand) for Capital Improvement Project #181155
- Consideration of Approving a Donation to the Tenant Association from Methuen Development Corporation to Methuen Tenant Association

9. Adjournment

Methuen Housing Authority

Public Participation at Board Meetings

Designated Time for Public Participation

Members of the public may comment at Board meetings during the portion of the meeting designated to receive public comment. At all other times during a Board meeting, the public shall not enter into discussion or debate on matters being considered by the Board, unless requested by the Board Chair

Public participation is an individual's opportunity to express his/her opinion on issues of Housing Authority business. It is not a discussion, debate, or dialogue between individuals and the Board. Individuals may address topics on the agenda, items specified for Public Comment, or items within the scope of responsibility of the Board.

Individuals who wish to participate during the portion of the meeting designated for public comment shall identify him/herself by name and address and shall indicate the item on which they wish to address the Board. Individuals are limited to a comment period of not more than 5 minutes.

If the meeting is to be conducted remotely, instructions will be provided and posted with the agenda on how to participate during public participation.

Role of the Board Chair

The Board Chair is responsible for the management of the public comment period. The Board Chair, in their sole discretion, may take the following actions when necessary for effective meeting management:

- Adjust the overall time limit for public comment.
- Adjust the speaking time allotted to each speaker.
- Determine that a comment or concern is not appropriate for public comment. Items not appropriate for public comment include but are not limited to, items not on the Board meeting agenda, disclosing private personal information about another individual, the use of vulgarity, and the use of threats.

Disruption of the meeting by members of the public will not be tolerated. If, after at least one warning from the Board Chair, any individual continues to disrupt the meeting with their words or actions, they will be asked to leave or will be muted in the event of a remote meeting.

Responses to Items Raised During Public Comment

Board members will not respond to items raised during public comment. This is a time for the public to express their views.