



**82 Lincoln Street
Newton Highlands, Massachusetts 02461**

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**Michael Lara
Executive Director**

November 12, 2025

NOTICE OF BOARD MEETING

Notice is hereby given in accordance with Section 23B of Chapter 39 as amended of the General Laws that the Regular Session of the Newton Housing Authority Board of Commissioners is scheduled as a virtual Zoom meeting on Friday, November 2025 at 2:00pm accessed by the following link:

<https://us02web.zoom.us/j/83818140868>

Meeting ID: 838 1814 0868

Passcode: 992969

One tap mobile

+13092053325,,83818140868# US

+13126266799,,83818140868# US (Chicago)

Michael Lara
Executive Director/Secretary

REVISED
Amended on 11/12/2025

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Michael Lara, Executive Director

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BOARD MEETING AGENDA
Regular Session
November 14, 2025 at 2pm

1. Election of Officers
2. Consent Agenda
 - A. Vote to approve October 2025 Disbursement Report
 - B. Vote to approve October 2025, Regular Session Minutes
3. Haywood House Update and 2026 Budget
4. FY25 State Budget Revision
 - A. Vote to approve FY25 State Budget Revision
5. FY26 Budget
 - A. Vote to approve FY26 Budget
6. Amendment 13 to the CFA
 - A. Vote to approve Amendment 13 to the CFA
7. After following all appropriate procurement procedures and careful review and study by the Staff of the Authority, NHA management recommends approval of the following capital improvement votes:
 - A. Vote to approve a Contract with MKA Architecture, LLC for architectural services for the reconstruction of the front lobby and parking lot at New Hyde Development, 82 Lincoln Street, FISH 211117 in the base amount of \$62,500; Civil/Landscape subcontract with Allen & Majors in the amount of \$16,700 and any additional services for amounts agreed upon per contract. (Attached)
 - B. Vote to approve a Change Order for Jupiter Electric, Inc., FISH 211109, performing fire equipment upgrades at New Hyde, Centenary Village, Echo Ridge (State properties) and 515 Walnut Street, to comply with the Newton Fire Department requirements in the amount \$8,802.71. This Change Order is in response to deficiencies in the Scope of Work as a result of meetings with the Fire Department, Fire/Wire Department, and project managers for the Authority and Jupiter Electric. (Attached)
 - C. Vote to approve a Change Order for Lawn Care Plus, Inc. performing concrete sidewalk repairs at Horace Mann, Norumbega Gardens, and Jackson Gardens in the amount of \$17,500 due to additional areas replaced that were not included in the original scope of work. In addition, several slabs were

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required to be replaced more than once due to damage by individuals walking in wet concrete and driving over it. These areas were cordoned off but ignored by those causing the damage. (Attached)

- D. Vote to approve a Certificate of Substantial Completion for Lawn Care Plus, Inc. performing sidewalk repairs and replacement at Norumbega Gardens, Horace Mann and Jackson Gardens Development sites. The date of substantial completion is October 29, 2025.
 - E. Board vote to approve a contract for Integrated Pest Management with Banner Pest Control, Inc. 27 O Street, Dracut, MA for a possible three year contract with an annual cost of \$59,760.00 (monthly cost of \$4,980.00) with a total possible cost of \$179,280.00 for a three year term, subject to reference checks.
 - F. Vote to approve a contract for Seasonal Snow/Ice Removal for 502 Enterprise, 15 Meadowbrook Road, Hudson, MA per specifications as detailed in the RFQ provided in the amount of \$34,500.00 for the upcoming season of 2025-2026.
 - G. Vote to approve a change order for New England Surface Maintenance in the amount of \$30,245.00 for asbestos remediation of pipe fittings in the crawl spaces located at 15/17 Walker Street, 674/676 Watertown Street, 682/690 Watertown Street - the Horace Mann Electric Upgrade project.
 - H. Vote to approve a contract for 502 Enterprises ,15 Meadowbrook Road, Hudson, MA for the seasonal cleaning of gutters, downspouts and walkways per RFQ specifications in the amount of \$11,900.
 - I. Vote to approve a Change Order for Aden Construction FISH 211111 ADA Bathroom renovations at New Hyde Development in the amount of \$5,185.00 due to change in materials to be used and escalation of costs of labor and materials. The delay in start was due to tenant issues and not the contractor's failure to act.
- 8. NHA Board Sub-Committees
 - 9. Occupancy Report, Monthly Cost Comparative, and TAR
 - 10. Section 8 Updates
 - A. Section 8 Shortfall Update
 - B. November Leased Housing Report
 - C. Vote to approve the NHA 2025 Admin Fee Update
 - D. Vote to approve the NHA 2026 Draft Payment Standards
 - E. Vote to approve the NHA 2026 Utility Allowance Schedule
 - 11. Management LLC
 - A. Vote to approve Management LLC

Old Business
CPC Meeting
NAHT

Action
Update
Meeting on 11/18/2025

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