



**BOARD OF COMMISSIONERS**  
**Regular Meeting**  
**Open Session**  
**November 21 , 2017 at 4:30 PM**  
**Conference Room – 60 Congress Street**  
**Springfield, MA 01104**

**A. Notice to Clerk**

A notice of meeting pursuant to Section 23B of Chapter 39 of the General Laws was sent to the City Clerk, Mr. Anthony Wilson on November 17, 2017.

**B. Roll Call**

**C. Approval of Minutes**

- 1) October 17, 2017

**D. Old Business**

- 1) Award a contract to Inglewood Development Corporation of Longmeadow, MA in the amount of \$418,227.00 to renovate one unit and replace the roof at Ashley Gerrish Apartments
- 2) Update on 258 Shady Brook Lane project
- 3) Update on provisions for providing support to the victims of federally declared major disaster
- 4) Continue discussion and possible vote regarding solar net metering

**E. New Business**

- 1) Enter into a contract with Direct Energy to supply natural gas
- 2) Award Design contract to Architectural Solutions Inc. of 375 Atherton St, Milton, MA for designing new kitchen cabinets and electrical panel upgrades at Carpe Diem Apartments.
- 3) Support the Lift the Cap on Kids campaign
- 4) Review of consultant service proposals for new Executive Director search

**F. Executive Director's report**

- 1) Update on Marble Street (to be presented by DED Michelle Booth)
- 2) Update on Eastern Avenue properties
- 3) Software update
- 4) Notice regarding December meeting

**G. Correspondence/Communications**

- 1) Email from DHCD on 10/31/17 regarding PHN 2017-25 Revised DHCD Guidelines for Executive Director Contracts

**H. Reports**

- 1) Financial/ Accounting
  - a.) Accounts Payable – September 2017
  - b.) Financial Report – September 2017

**I. Executive Session is not expected**

**J. Adjournment**