

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS OF THE  
EVERETT HOUSING AUTHORITY**

**TUESDAY, FEBRUARY 28, 2017 AT 5:30 PM  
393 FERRY STREET, EVERETT, MASSACHUSETTS**

**I. Roll Call**

The Chairman asked the Secretary to call the Roll:

**Present:** Mr. Barrett, Mr. Colameta, Mr. Foresteire, Mr. Norton and Mr. Puleo

**Absent:** None

**Others:** Stephen Kergo, Interim Executive Director, Francis J. LaRovere, III, Legal Counsel and Michele Senibaldi, Administrative Assistant.

**II. Minutes**

Mr. Foresteire mentioned the fact that the new plumbers name was not mentioned in the minutes.

**Resolution No. 2017-04:** To accept the Interim Executive Director's recommendation, Francis Jankowski for the vacant Mechanic/Plumber position. (Amended)

Motion made by Mr. Foresteire and seconded by Mr. Colameta to accept the minutes of the regular meeting of January 31, 2017, Voice approved.

The Chairman asked the Secretary to call the roll:

*-Mr. Puleo, Yes*

*-Mr. Barrett, Yes*

*-Mr. Colameta, Yes*

*-Mr. Foresteire, Yes*

*-Mr. Norton, Yes*

*5 years, 0 nays*

**III. Director's Report**

In addition to the previously submitted written Executive Director's Report the following information was provided.

Mr. Kergo informed the Board that there has been an issue with the gutters at North Everett. One of the gutters fell and one came loose. Our maintenance crew came out on Saturday and fixed the gutters. Out of the 18 buildings, 13 are completed.

Mr. Kergo also let the Board know that the interior wall has been added for the Mystic Valley office in North Everett and that we are just waiting for the final approval from DHCD, hopefully by mid-March.

Mr. Kergo informed the Board about an event that Mayor Carlo DeMaria and the City of Everett is hosting. It is a dinner, comedy night on March 1<sup>st</sup> at Glendale Towers and March 2<sup>nd</sup> at Whittier Drive from 4 – 6 pm and all are invited.

Mr. Foresteire asked Mr. Kergo about the auditor, Mr. John Ross and how we got him. Mr. Kergo said that Mr. Ross came in as the lowest bidder and informed Mr. Foresteire that this is done every year and that Mr. Ross has been here the past few years and that he probably won't be here next year because the state wants auditors to move around.

Mr. Foresteire also asked about Section 8 and SEMAP yearly audit. Mr. Kergo explained that it's a self-evaluation that is done every year. Mr. Foresteire also asked about recertifications and Mr. Kergo explained that Section 8 and Public Housing recertify every year to determine if their rents should change.

Motion made by Mr. Foresteire and seconded by Mr. Colameta accept the Executive Director's Report. Voice approved.

**IV. Old Business:**

Mr. Puleo explained that there were 6 applicants for the Executive Directors job. There were 2 people that would be interviewed, 2 others were on the fence, however 1 had no housing experience and the other only had experience in federal housing and 2 others had no experience at all. DHCD was in agreement that out of the 6 applicants, only the 2 needed to be interviewed.

Mr. Puleo let the Board know that the interviews for the 2 candidates were held on Wednesday, February 22, 2017 by himself and Mr. Norton.

Mr. Puleo made his recommendation that Mr. Kergo be named the Executive Director, as long as they can come to contract terms. Mr. Foresteire supported that recommendation.

Motion made by Mr. Foresteire and seconded by Mr. Norton to go out of order. Voice approved.

E. **Resolution No 2017-09:** Discussion on, and to potentially put forward a resolution for the appointing of a new Executive Director with the review and approval of the Department of Housing and Community Development.

Motion made by Mr. Foresteire and seconded by Mr. Colameta to accept **Resolution No. 2017-09:** the appointing of a new Executive Director for (Mr. Kergo) to be the new Executive Director with the review and approval of the Department of Housing and Community Development.

The Chairman asked the Secretary to call the Roll:

<i>-Mr. Barrett, Yes</i>	<i>-Mr. Foresteire, Yes</i>
<i>-Mr. Colameta, Yes</i>	<i>-Mr. Norton, Yes</i>
<i>-Mr. Puleo, Yes</i>	
<i><u>5 yeas, 0, nays</u></i>	

Mr. Puleo said that the next step is that he will start working on a contract, he mentioned that it is pretty standard, except maybe the compensation and the length of the contract. If need be, we can have a special meeting.

Back to the regular order of business:

**V. New Business:**

A. **Resolution No. 2017-05:** To approve and authorize payment to CBI Consulting Inc. for A/E Services rendered on the Cherry Street Window Project No 093053 for Invoice No 26181 in the amount of Five Hundred Fifty Dollars and Zero Cents (\$550.00); and subject to the review and approval of the Department of Housing and Community Development.

Motion made by Mr. Barrett and seconded by Mr. Colameta to approve and authorize **Resolution No. 2017-05:** payment to CBI Consulting, Inc. for A/E Services rendered on the Cherry Street Window Project No. 093053 for Invoice No 26181 in the amount of Five Hundred Fifty Dollars and Zero Cents (\$550.00); and subject to the review and approval of the Department of Housing and Community Development.

The Chairman asked the secretary to call the roll:

<i>-Mr. Puleo, Yes</i>	<i>-Mr. Colameta, Yes</i>
<i>-Mr. Barrett, Yes</i>	<i>-Mr. Foresteire, Yes</i>
<i>-Mr. Norton, Yes</i>	
<i><u>5 yeas, 0 nays</u></i>	

Motion made by Mr. Foresteire to take B and C collectively. Voice approved.



reimbursement for mileage. Mr. Foresteire also asked about Direct Energy and Mr. Kergo explained that they are our service company for gas and electricity. Mr. Foresteire also asked who D. Theriault was and Paul Chivarolli. Mr. Kergo explained that D. Theriault was our former plumber who worked for us until we hired someone else and that Paul Chivarolli is our Inspector because he came in as the low bidder. Mr. Foresteire also wanted to know who a Steve Sciarppa was in Florida because we sent him a check for \$1,357.00, Mr. Kergo will find out. Mr. Foresteire would also like to have the bills from the attorney Mr. Gillman and Mr. Colameta wants to make sure we are keeping a close eye on our credit card. Mr. Colameta also noted the amount of money that was spent on extermination from Eastern Comm Moving and Mr. Kergo explained that they put furniture and clothes into a truck and heated it to kill the bed bugs, however we no longer use that company.

**To consider any other business the Board of Commissioners might introduce.**

A meeting is tentatively scheduled for March 28, 2017 at 5:30 P.M.

**VI. Adjournment**

Motion made by Mr. Norton and seconded by Mr. Barrett to adjourn the meeting at 6:15 p.m. Voice approved.

Respectfully submitted,

Stephen Kergo  
Interim Executive Director