

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

**TUESDAY, OCTOBER 30, 2018 AT 5:30 PM
393 FERRY STREET, EVERETT, MASSACHUSETTS**

I. Roll Call

The Chairman asked the Secretary to call the Roll:

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

Absent: None

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

II. Minutes

Mr. Foresteire asked how much money was in the antenna fund and if we needed to, could we use it. Mr. Kergo said that there was approximately \$570,000.00 in the account but we cannot go below our required minimum reserves. Mr. Kergo also warned that using the money to do more landscaping would be fine but keep in mind that we do not have the manpower to maintain such improvements.

Mr. Foresteire also asked about the \$4000.00 that was spent on Russell Street. Mr. Kergo explained that was needed to stop a flooding issue behind units 207-209 Russell and that the money was spent on tying the drywell into the city's sewer system and this has resolved the problem.

Mr. Foresteire asked about the Housing Clerk position and what happened with the person that was supposed to start. Mr. Kergo explained that she was offered another job and also she never showed up for her physical, nor did she call to let us know, therefore he thought it best to withdraw the offer of employment.

Motion made by Mr. Barrett and seconded by Mr. Colameta to accept the minutes of the regular meeting. Voice approved.

III. Director's Report

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

Mr. Kergo talked about the fire that happened over the weekend. Thankfully the family got out and no one was injured. He informed the Board that the fire started by an unattended candle. Mr. Kergo also explained that we are covered under DHCD's group insurance policy and that we are responsible for the \$5000.00 deductible. The family was put up in a motel by Red Cross, however we are required by law to pay \$750.00 for the family to have a place to stay. With that, the family is all set until November 8th, 2018 and by then we will have an apartment available for them to move into. Mr. Norton commended the Fire Department for doing such a great job and suggested sending out a Thank you letter to them and to GTA for the great job they did. Mr. Puleo wanted to know if that apartment had been inspected recently because there seemed to be some question as to how much clutter was in the unit. Mr. Kergo said yes it was inspected a few months ago, however this is a concern, along with the fact the fire was their fault. Mr. Kergo stated that the Inspector's contract is up and will be looking into hiring someone new and when that happens, Mr. Puleo would like the new company to come before the Board. Mr. Foresteire asked if Mark McGuire was getting paid more while working without Mr. Dorney and wanted to know why Mr. McGuire was not present. Mr. Kergo said that next time, he will make sure Mr. McGuire attends.

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

IV. Old Business:

V. New Business:

A. Resolution No. 2018-26: To approve and authorize the Housing Choice Voucher Program Payment Standards effective January 1, 2019 to reflect between 90-110% of the 2018 Fair Market Rents.

0 Bedroom	\$1378
1 Bedroom	\$1561
2 Bedroom	\$1902
3 Bedroom	\$2382
4 Bedroom	\$2571

Mr. Kergo explained that 1 – 4 bedrooms are the same as previously voted however 0 bedroom did not fit within the payment standard percentage so we had to adjust it.

Motion made by Mr. Foresteire and seconded by Mr. Colameta to accept Resolution No. 2018-26: to authorize the Housing Choice Voucher Program Payment Standards effective January 1, 2019 to reflect between 90-110% of the Fair Market Rents.

The Chairman asked the Secretary to call the roll:

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

Motion made by Mr. Colameta and seconded by Mr. Barrett to go out of order and go into Executive Session for items D and E with no votes being taken in Executive Session and will return to the regular order of business when return. Voice approved.

In Executive Session at 5:53

Out of Executive Session at 6:22, no votes taken, back to regular scheduled meeting.

Resolution No. 2018-27: To approve and authorize the Executive Director’s contract as amended effective October 1, 2018 with an end date of September 30, 2020.

Motion made by Mr. Barrett and seconded by Mr. Colameta to approve and authorize Resolution No. 2018-27: the Executive Director’s contract as amended effective October 1, 2018 with an end date of September 30, 2020.

Mr. Foresteire asked if this goes to the state for approval, and Mr. Kergo said yes.

The Chairman asked the Secretary to call the roll:

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

B. Discussion on City of Everett offer to maintain the newly landscape section of Lynn Street. Mr. Colameta is excited to see the second half of the landscaping, should blend nicely. Mr. Kergo said that it will be in the budget for next Spring and Fall. Mr. Kergo will send off a letter to the Mayor’s Office requesting that the City assist Everett Housing in maintaining the newly landscaped area along Lynn Street.

Mr. Foresteire also inquired about a few of the vendors, discussion followed.

Mr. Kergo informed the Budgets are being prepared and that Mr. Gordon would be at the next Board meeting to discuss them.

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

A meeting is tentatively scheduled for **November 20, 2018** at **5:30 P.M.**

VI. Adjournment

Motion made by Mr. Colameta and seconded by Mr. Barrett to adjourn the meeting at 6:32 p.m.
Voice approved.

Respectfully submitted,
Stephen Kergo
Executive Director