

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

**TUESDAY, NOVEMBER 20 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, Joseph Dorney, Maintenance Supervisor and Howard Gordon, CPA

**II. Minutes:** Motion made by Mr. Barrett and seconded by Mr. Foresteire to accept the minutes of the regular meeting of October 30, 2018, Voice approved.

**III. Director's Report**

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

The Clerical Union's Collective Bargaining Agreement was not voted on yesterday as planned. Mr. Kergo asked that the Resolution on tonight's agenda be tabled until the December meeting. Mr. Kergo also added that the Laundry Equipment RFB had been taken out by 3 (three) companies; and that our current Inspector has taken out the Inspection Service RFB. Mr. Kergo stated that Vareika Construction, the contractor hired by the Insurance Company to make repairs to the fire damaged unit at Russell Street has begun to rehab the unit. Mr. Puleo asked about the hoarding issue at that unit and Mr. Kergo said that is something we will be working on and also will have to decide as to whether or not this family should be evicted.

Mr. Kergo also informed the Board of the new on-line waiting list application process that DHCD has created for Public Housing applications, it is called CHAMP. In the future, people will be able to log in from their own computer and if they do not have access to one, they can come and use the laptop in our lobby. He further stated that, as always, our staff will be available to assist applicants.

Mr. Colameta asked about the Christmas tree lighting, Mr. Kergo said as of this date, he has not heard anything but will contact City Hall in the morning.

Mr. Kergo mentioned that Mr. Howard Gordon, Fee Accountant, was present to discuss the proposed budget for FY2019.

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

**IV. New Business:**

A. **Resolution No. 2018-28:** To approve Certification for Year-End processing for Fiscal Year 2018 including the following:

1. Certification of Compliance with notification procedures for Federal and State Lead paint laws.
2. Certification of Top 5 Compensation Form.
3. Certification of Year-End Financial Statements.

Mr. Kergo informed the Board that every member has to sign the certifications, this is something that the State started about a year ago. A discussion followed concerning the Top 5 Compensation Form Certification numbers. There was a concern that the numbers did not seem correct. The Board decided it best to postpone the vote so the numbers could be double checked before their vote.



The Chairman asked the Secretary to call the roll:

*-Mr. Colameta, Yes*  
*-Mr. Foresteire, Yes*

*-Mr. Barrett, Yes*  
*-Mr. Norton, Yes*

*-Mr. Puleo, Yes*  
*-5 yays, 0 nays*

- E. **Resolution No. 2018-32**: To approve and authorize the Chairman to execute a three (3) year Collective Bargaining Contact with the LIUNA Local 272 for the clerical employees; and subject to the review and approval of the Department of Housing and Community Development.

Mr. Kergo explained that some issues were missing, therefore more time is needed.

Motion made by Mr. Colameta and seconded by Mr. Foresteire to table **Resolution No. 2018-32**: until the next regular meeting. Voice approved.

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

A Special meeting is tentatively scheduled for **November 29, 2018** at **5:30 P.M.**

A Regular meeting is tentatively scheduled for **December 19, 2018** at **5:30 P.M.**

**V. Adjournment**

Motion made by Mr. Foresteire and seconded by Mr. Colameta to adjourn the meeting at 6:47 p.m.  
Voice approved.

Respectfully submitted,  
Stephen Kergo  
Executive Director