

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

**THURSDAY, NOVEMBER 29, 2018 AT 6:00 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

II. Minutes: (None presented)

III. Old 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.

Motion made by Mr. Foresteire and seconded by Mr. Barrett to accept **Resolution No. 2018-28:** to authorize Certification for Year-End processing for Fiscal Year including the following:

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

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>	
<i><u>5 yeas, 0 nays</u></i>	

IV. New Business:

A. **Resolution No. 2018-33:** To approve the Executive Director's recommendation for the filling of the Housing Clerk Position.

Motion made by Mr. Foresteire and seconded by Mr. Colameta to accept **Resolution No. 2018-33:** to approve the Executive Director's recommendation of Roberto Velasquez for the filling of the Housing Clerk Position

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>	
<i><u>5 yeas, 0 nays</u></i>	

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

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

V. Adjournment

Motion made by Mr. Colameta and seconded by Mr. Barrett to adjourn the meeting at 6:16 p.m.
Voice approved.

Respectfully submitted,
Stephen Kergo
Executive Director