

**MINUTES OF THE REGULAR MEETING AND SECTION 8 PROGRAM FIVE YEAR PLAN
HEARING OF THE
BOARD OF COMMISSIONERS OF THE
EVERETT HOUSING AUTHORITY**

**WEDNESDAY, SEPTEMBER 25, 2019 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. Barrett and Mr. Norton

Absent: Mr. Ragucci

Others: Stephen Kergo, Executive Director, Francis J. LaRovere, III, Legal Counsel and Joseph Dorney, Maintenance Supervisor

II. Minutes: Motion made by Mr. Barrett and seconded by Mr. Norton to accept the minutes of the regular meeting on August 29, 2019. Voice approved.

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 HUD has over the past 2 weeks issued 2 quality control reviews. We were randomly selected and each will be very time consuming.
- Mr. Kergo also discussed that we are about to close-out 2 construction projects. One is the smaller gutter project in North Everett. The other is the much larger Duncan Rd. Window project. These came at a good time as we have new projects just beginning and more to come.
- Mr. Kergo also mentioned that the City and their contracted landscaper were on-site at North Everett discussing the newly landscaped area. We haven't heard from anyone but perhaps they are planning to start the landscaping in November.
- Lastly Mr. Kergo talked about the Wish List memorandum that was given to all board members, discussion followed.

Motion made by Mr. Barrett and seconded by Mr. Norton to accept the Executive Director's report, Voice approved.

IV. Old Business:

V. New Business:

A. Section 8 Program Five Year Plan Public Hearing

- a. Open for Public Comments
- b. Close for Public Comments and Hearing

Motion made by Mr. Barrett and seconded by Mr. Norton to open up meeting for public comments.

The Chairman asked 3 times if there was anyone here.

Motion made by Mr. Barrett and seconded by Mr. Norton to close the meeting for public comments, Voice approved.

B. Resolution No. 2019-33: To approve and authorize the Section 8 Housing Choice Voucher Program Payment Standards effective January 1, 2020 to reflect 100% of the FY 2020 Fair Market Rents.

Motion made by Mr. Barrett and seconded by Mr. Colameta to approve and authorize **Resolution No. 2019-33:** the Section 8 Housing Choice Voucher Program Payment Standards effective January 2, 2020 to reflect 100% of the FY 2020 Fair Market Rents., Voice approved.

- C. **Resolution No. 2019-34:** To approve the writing off of Ch.200-C tenant account receivables effective September 25, 2019 in the total amount of Six Thousand One Hundred Nineteen Dollars and Thirty-Eight Cents (\$6,119.38).

Motion made by Mr. Barrett and seconded by Mr. Colameta to approve **Resolution No. 2019-34:** the writing off of Ch.200-C tenant account receivables effective September 25, 2019 in the total amount of Six Thousand One Hundred Nineteen Dollars and Thirty-Eight Cents (\$6,119.38).

The Chairman asked the Secretary to call the roll:

*-Mr. Colameta, Yes
-Mr. Norton, Yes*

*-Mr. Barrett, Yes
- Mr. Puleo, Yes*

4 yeas, 0 nays

- D. **Resolution No. 2019-35:** To approve the writing off of CH.667-C, tenant account receivables effective September 25, 2019 in the total amount of Nine Hundred Sixty-Four Dollars and Seventy-One Cents (\$964.71).

Motion made by Mr. Colameta and seconded by Mr. Barrett to approve **Resolution No. 2019-35:** the writing off of Ch. 667-C, tenant account receivables effective September 25, 2019 in the total amount of Nine Hundred Sixty-Four Dollars and Seventy-One Cents (\$964.71).

The Chairman asked the Secretary to call the roll:

*-Mr. Colameta, Yes
-Mr. Norton, Yes*

*-Mr. Barrett, Yes
-Mr. Puleo, Yes*

4 yeas, 0 nays

- E. **Resolution No. 2019-36:** To approve and authorize the Chairman to execute the Certificate of Substantial Completion with Homer Contracting, for the Chapter 200-2 Duncan Rd. Window Replacement Project FISH No. 093067; and subject to the review and approval of the Department of Housing and Community Development.

Motion made by Mr. Colameta to take **Resolution No. 2019-36:** and **Resolution No. 2019-37:** collectively. Discussion followed and was determined that since funds were involved, best to do **Resolution No.2019-36:** and **Resolution No. 2019-37:** separately.

Motion made by Mr. Colameta and seconded by Mr. Barrett to approve and authorize **Resolution No. 2019-36:** the Chairman to execute the Certificate of Substantial Completion with Homer Contracting, Inc. for the Chapter 200-2 Duncan Rd Window Replacement Project FISH No. 093067; and subject to the review and approval of the Department of Housing and Community Development.

The Chairman asked the Secretary to call the roll:

*-Mr. Colameta, Yes
-Mr. Norton, Yes*

*-Mr. Barrett, Yes
-Mr. Puleo, Yes*

4 yeas, 0 nays

- F. **Resolution No. 2019-37:** To approve and authorize the Chairman to execute the Certificate of Final Completion with Homer Contracting, Inc. for the Chapter 200-2 Duncan Rd. Window Replacement Project FISH No. 093067, and having a final payment of Twenty Seven Thousand Six Hundred Ninety-Six Dollars and Fifty Cents (\$27,696.50); and subject to the review and approval of the Department of Housing and Community Development.

Motion made by Mr. Colameta and seconded by Mr. Norton to approve and authorize **Resolution No. 2019-37:** the Chairman to execute the Certificate of Final completion with Homer Contracting, Inc. for the Chapter 200-2 Duncan Rd. Window Replacement Project FISH No. 093067, and having a final payment of Twenty-Seven Thousand Six Hundred Ninety-Six Dollars and Fifty Cents (\$27,696.50); and subject to the review and approval of the Department of Housing and Community Development.

The Chairman asked the Secretary to call the roll:

-Mr. Colameta, Yes
-Mr. Norton, Yes

-Mr. Barrett, Yes
-Mr. Puleo, Yes

4 yeas, 0 nays

G. **Resolution No. 2019-38:** To approve and authorize the Chairman to execute the Certificate of Substantial Completion with JD&D Construction, Inc. for the Chapter 667-1A North Gutter and Downspout Replacement Project FISH No. 093072.

Motion made by Mr. Colameta and seconded by Mr. Norton to approve and authorize the **Resolution No. 2019-38:** the Chairman to execute the Certificate of Substantial Completion with JD&D Construction, Inc. for the Chapter 667-1A North Everett Gutter and Downspout Replacement Project FISH No. 093072. Voice approved.

H. **Resolution No. 2019-39:** to approve and authorize the Chairman to execute the Certificate of Final completion with JD&D Construction, Inc. for the Chapter 667-1A North Everett Gutter and Downspout replacement Project FISH No. 093072 and having a final payment of One Thousand Seven Hundred Fifty Dollars (\$1, 750.00).

Motion made by Mr. Colameta and seconded by Mr. Norton to approve and authorize **Resolution No. 2019-39:** the Chairman to execute the Certificate of Final Completion with JD&D Construction, Inc. for the Chapter 667-1A North Everett Gutter and Downspout Replacement Project FISH No. 093072 and having a final payment of One Thousand Seven Hundred Fifty Dollars and Zero Cents (\$1,750.00).

The Chairman asked the Secretary to call the roll:

-Mr. Colameta, Yes
-Mr. Norton, Yes

-Mr. Barrett, Yes
-Mr. Puleo, Yes

4 yeas, 0 nays

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

Next meeting is tentatively scheduled for **October 22, 2019** at **5:30 P.M.**

VI. Adjournment

Motion made by Mr. Colameta and seconded by Mr. Norton to adjourn the meeting at 6:05p.m. Voice approved.

Respectfully submitted,
Stephen Kergo
Executive Director

