

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

**TUESDAY, OCTOBER 22, 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, Roberta Correale, Assistant Director, Michelle Gouveia, Public Housing Supervisor, Michele Senibaldi, Administrative Assistant and Howard Gordon, Fee Accountant.

- II. Minutes:** Motion made by Mr. Barrett and seconded by Mr. Norton to accept the minutes of the Regular Meeting and Section 8 Program Five Year Plan Hearing on September 25, 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 handed out to each Board member a resume for the Groundskeeper/Custodian position.
- Mr. Kergo also informed the Board that Mr. Howard Gordon is here to recap the Budget.

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:

Mr. Gordon was introduced for Budget Discussion, some of the highlights were as followed: Mr. Gordon informed the Board that at this time he does not have the year-end Budget, will have for next meeting. Mr. Gordon told the Board that DHCD is giving us 10% more to spend along with giving the Housing Authority \$200.00 per unit for some non-routine maintenance items. Also there is \$134,200.00, which would be for the Rack Body Truck, privacy fence around the maintenance building, automatic doors for the North Everett Community Room and also a Close Circuit TV. Mr. Gordon also let the Board know that we are in great shape financially, this is a surplus budget. Mr. Puleo asked Mr. Gordon what he thinks we should do with the surplus, Discussion followed:

- A. **Resolution No. 2019-41:** To approve and authorize the Executive Director to execute a three (3) year contract for Auditing services with Guyder Hurley (Marcum).

Motion made by Mr. Colameta and seconded by Mr. Norton to approve and authorize **Resolution No. 2019-41:** the Executive Director to execute a three (3) year contract for Auditing services with Guyder Hurley (Marcum).

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

B. **Resolution No. 2019-42**: To approve the Executive Directors' recommendation for the filling of the Groundskeeper/Custodian position.

Mr. Kergo informed the Board that we received some really good applications, however one in particular stood out, he is a veteran and comes with excellent references, and Mr. Kergo is recommending Nicholas Olson for the Groundskeeper/Custodian position.

Motion made by Mr. Colameta and seconded by Mr. Norton to approve **Resolution No. 2019-42**: the approval of the Executive Directors' recommendation for the filling of the Groundskeeper/Custodian position.

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

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

4 yeas, 0 nays

C. **Resolution No. 2019-43**: To adopt the part-time job description for the Public Housing Assistance position.

Motion made by Mr. Barrett and seconded by Mr. Norton to adopt **Resolution No. 2019-43**: the part-time job description for the Public Housing Assistance position.

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 **November 19, 2019** at **5:30 P.M.**

VI. **Adjournment**

Motion made by Mr. Colameta and seconded by Mr. Norton to adjourn the meeting at 6:03p.m. Voice approved.

Respectfully submitted,
Stephen Kergo
Executive Director