

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

**MAY 26, 2020 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. Barrett and Mr. Norton, Mr. Colameta (Joined meeting at 5:53pm)

Absent:

Others: Stephen Kergo, Executive Director, Francis J. LaRovere, III, Legal Counsel,
Nicole Dipierro, Administrative Assistant.

II. Minutes: Motion made by Mr. Puleo and seconded by Mr. Norton to accept the minutes
Of the annual meeting on May 26, 2020. Voice approved.

III. Director's Report

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

Mr. Kergo provided a brief update on the Cherry Street Roof and Chimney Repair Project to the board. The Project has been in-design for a couple of months and is ready to go out for bidding. The Bid opening date is schedule for June 24.

Mr. Kergo also discussed the COVID-19 testing for the elderly. The Covid-19 testing started on its scheduled date. The forms for the 2nd and 3rd floor of Gledhill Towers were misplaced therefore those tenants were not tested. The Board of Health did inform him that there will be a second testing schedule for the elderly. That date has not yet been set.

Mr. Kergo also discussed a security guard for Gledhill Towers. Originally this was put on hold because we were waiting on a vote from the City Council. He decided to move forward with this security guard. The purpose of having a guard at Gledhill Towers is to make sure people are following the COVID-19 guidelines. The guard will also keep track of visitors with a visitor's log.

Mr. Kergo also talked about the mixed housing proposal for one of our sites.

Mr. Kergo created the Capital Improvement Plan (CIP) for this upcoming year; in the plan there is a large roofing project for the Russell Street site. Mr. Puleo asked if Mr. Kergo could reach out to the state to see if this project would be funded by this program.

Mr. Kergo also mentioned he was informed by HUD of a possible shortfall in our Section 8 Housing program due to the pandemic. Until this issue is resolved we will not issues new vouchers for new participants in hopes this will allow us to have enough savings where we do not have to remove anyone who is currently on the program.

Before the motion was made to approve the director's report, Mr. Norton asked Mr. Kergo if EHA had received masks from the State. Mr. Kergo informed the board that we had received eleven thousands (11,000) from State and plans on disturbing 10-15 mask per family housing and 5 mask's per elderly tenant and the remaining mask will be for staff. Mr. Puleo also commented on the increase of rent owed by the elderly tenants and was surprise to see the increase as high as it was. Mr. Kergo believes part of the reasoning was due to a misconception that tenant's had thought that rent was excused during the COVID-19 pandemic.

Motion made Mr. Barrett and seconded by Mr. Norton to accept Executive Report, voice approved.

IV.

Old Business:

Resolution No. 2020-11: To approve and authorize the Executive Director to sign a Construction Contract with the lowest responsive bidder, K.B Aruda Construction Inc. in the amount of Sixteen Thousand Eight Hundred, Eighty Dollars (\$16,880.00) to include the alternate, for the 667-1 Golden Age Circle Replacement of Concrete Stoops Phase 2 project No.093078

Motion made by Mr. Barrett and Seconded by Mr. Norton to approve **Resolution No. 2020-11:** To approve and authorize the Executive Director to sign a Construction Contract with the lowest responsive bidder, K.B Aruda Construction Inc. in the amount of Sixteen Thousand Eight Hundred, Eighty Dollars (\$16,880.00) to include the alternate, for the 667-1 Golden Age Circle Replacement of Concrete Stoops Phase 2 project No.093078

The Chairman asked the Secretary to call a roll:

-*Mr. Barrett, Yes*

-*Mr. Norton, Yes*

-*Mr. Puleo, Yes*

3 yeas, 0 nays

Resolution No. 2020-12: To approve and authorize the Executive Director to execute a contract for the Ch. 667-2 Elevator Replacement project FISH No. 093068 with Associated Elevator Companies, South Yarmouth MA for a total cost of Six Hundred Eighteen Thousand, Eight Hundred Seventy Eight Dollars (\$618,878.00); and subject to the review and approval of the Department of Housing and Community Development.

Motion made by Mr. Barrett and Seconded by Mr. Norton to approve **Resolution No. 2020-12:** To approve and authorize the Executive Director to execute a contract for the Ch. 667-2 Elevator Replacement project FISH No. 093068 with Associated Elevator Companies, South Yarmouth MA for a total cost of Six Hundred Eighteen Thousand, Eight Hundred Seventy Eight Dollars (\$618,878.00); and subject to the review and approval of the Department of Housing and Community Development.

The Chairman asked the Secretary to call a roll:

-*Mr. Barrett, Yes*

-*Mr. Norton, Yes*

-*Mr. Puleo, Yes*

3 yeas, 0 nays

Resolution No. 2020-13: To approve and authorize the Executive Director to sign a Construction Contract with the lowest responsive bidder, Damazio Builders Inc. in the amount of Thirty Three Thousand Dollars (\$33,000.00) to include the alternate, for the Gledhill Ave project, of Removal and Replace existing Front Entrance Concert Stairs No. 093079.

Motion made by Mr. Barrett and Seconded by Mr. Norton to approve **Resolution No. 2020-13:** To approve and authorize the Executive Director to sign a Construction Contract with the lowest responsive bidder, Damazio Builders Inc. in the amount of Thirty Three Thousand Dollars (\$33,000.00) to include the alternate, for the Gledhill Ave project, of Removal and Replace existing Front Entrance Concert Stairs No. 093079.

The Chairman asked the Secretary to call a roll:

-*Mr. Barrett, Yes*

-*Mr. Norton, Yes*

-*Mr. Puleo, Yes*

3 yeas, 0 nays

V.

New Business:

Resolution No. 2020-14: To approve and authorized the Executive Director to execute a Glendale Towers Rooftop antenna lease with T-Mobile Northeast LLC, For a Ten (10) year term beginning on June 20, 2020; and subject to the review and approval of the Department of Housing and Development.

Motion made by Mr. Barrett and Seconded by Mr. Norton to approve Resolution No. 2020-14: To approve and authorized the Executive Director to execute a Glendale Towers Rooftop antenna lease with T-Mobile Northeast LLC, For a Ten (10) year term beginning on June 20, 2020; and subject to the review and approval of the Department of Housing and Development.

The Chairman asked the Secretary to call a roll:

-*Mr. Barrett, Yes*

-*Mr. Norton, Yes*

-*Mr. Puleo, Yes*

3 yeas, 0 nays

Resolution No. 2020-15: To approve and accept the low bid for 2020 truck bid and authorize the Executive Director to purchase the truck(s).

Motion made by Mr. Barrett and Seconded by Mr. Norton to approve Resolution No. 2020-15: To approve and accept the Central Dodge bid for Three (3) 2020 truck bid for the amount of One Hundred Twenty-One Thousands Five Hundred Twenty-Four hundred Dollars, (\$121,524.04) and authorize the Executive Director to purchase the truck(s).

The Chairman asked the Secretary to call a roll:

-*Mr. Colameta, Yes*

-*Mr. Barrett, Yes*

-*Mr. Puleo, Yes*

-*Mr. Puleo, Yes*

4 yeas, 0 nays

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

Annual Meeting scheduled for June 30, 2020 at 5:30 P.M.

VI. Adjournment

Motion made by Mr. Colameta and seconded by Mr. Barrett to adjourn the meeting at 5:30 p.m. Voice approved.

Respectfully submitted,
Stephen Kergo
Executive Director