

**THE MINUTES OF THE REGULAR AND SECTION 8 ANNUAL PUBLIC HEARING
MEETING OF THE BOARD OF COMMISSIONERS OF THE
EVERETT HOUSING AUTHORITY**

**July 29, 2020 AT 5:30 PM
393 FERRY STREET, EVERETT, MASSACHUSETTS**

I. Roll Call:

The Chairman asked the Secretary to call the Roll:

Present: Dominic Puleo, Chairman John Barrett, Robert Norton, Philip Colameta

Absent:

Others: Stephen Kergo, Executive Director, Roberta Correale, Assistant Director, Francis J. LaRovere, III, Legal Counsel and Nicole DiPierro Administrative Assistant

II. Minutes: Motion made by Mr. Puleo and seconded by Mr. Norton to accept the minutes of the regular meeting July 29, 2020. Voice approved.

III. Director's Report

Mr. Puleo asked the Director Mr. Kergo if he has anything he would like to discuss that was not on the Director's Report, Mr. Kergo replied, yes. There were four things he would like to discuss. The Resolution item for the Change Order is going to be changed, so the total amount will be \$5295.35. Mr. Kergo also stated he spoke with the Mayor regarding the basketball hoop his son Carlo had donated to Everett Housing. The Mayor wanted to know if EHA had the funds to create a basketball court. Mr. Kergo told the Mayor he would talk to the Board member's at the next Board meeting. Mr. Puleo stated he had a follow-up conversation with Mayor DeMaria on this topic and believes the Mayor would be willing to assist the housing authority by a having the City Engineer work on a layout for the court and the Mayor is also actively pursuing the possibility of local business donating labor to install the court. Mr. Kergo and Mr. Dorney received a call from a carpenter teacher from Everett High School. The teacher wanted to know if the housing authority would be interested in doing a collaboration with his class. The students would come out and do small carpentry jobs for the housing authority. Mr. Dorney and Mr. Kergo thought this was a great idea and an excellent opportunity for the students, if the Board agrees and approves Mr. Kergo will reach out to DHCH and Mr. LaRovere to make sure we are covered for liabilities.

Mr. Kergo also asked the Board if it would be okay to offer the administrative staff extended time to carry over one week of vacation time into the middle of November. Since the COVID issue is still on the raise the administrative staff have not been able to take their vacation time. Mr. Colameta asked if there were staff members who accumulated more time and will extending one week be enough time to carry over. Mr. Colameta also asked if this request needs to be voted on by the Board. According to Mr. LaRovere the Board does not need to vote on this request because there is no consideration involved or changes in pay. Mr. Kergo will reach out to the union rep to make the one time modification

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

IV. Old Business:

V. New Business:

A. Section 8 Annual Plan Public Hearing:

a. Open for Public Comments:

Motion to open public hearing made by Mr. Norton second By Mr. Colameta

b. Close Public Comments and Hearing:

The Chairman asked three times if anyone would like speak on the Section 8 Annual Plan. Hearing no comments the Chairman asked for a motion to close hearing.

Motion made by Mr. Colameta Seconded by Mr. Norton to close hearings, voice approved.

B. Resolution 2020-20: To approve and authorized the Chairman to execute the Civil Rights Certification for the Housing Choice Voucher (Section 8) program.

Motion made by Mr. Colameta and Seconded by Mr. Norton to accept **Resolution 2020-20:** To approve and authorized the Chairman to execute the Civil Rights Certification for the Housing Choice Voucher (Section 8) program.

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

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

C. Resolution 2020-21: To approve and authorized the Executive Director to execute the Certificate of Substantial Completion with K.B Aruda, Construction for the Chapter 667/1 Golden Age Circle Replacement Stoop Project (Phase 2) FISH No. 093078 with Substantial Completion date of July 9, 2020.

Motion made by Mr. Colameta and Seconded by Mr. Barrett to accept **Resolution 2020-21:** To approve and authorized the Executive Director to execute the Certificate of Substantial Completion with K.B Aruda, Construction for the Chapter 667/1 Golden Age Circle Replacement Stoop Project (Phase 2) FISH No. 093078 with Substantial Completion date of July 9, 2020.

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

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

D. Resolution 2020-22: To approve and authorized the Executive Director to execute a Certificate of Final Completion with K.B. Aruda Construction for the 667/1 Golden Age Circle Replacement Stoop Project (phase 2) FISH No, 093078, with a final payment of Sixteen Thousand Eight Hundred, Eighty Dollars (\$16,880.00).

Motion made by Mr. Colameta and Seconded by Mr. Barrett to accept **Resolution 2020-22:** To approve and authorized the Executive Director to execute a Certificate of Final Completion with K.B. Aruda Construction for the 667/1 Golden Age Circle Replacement Stoop Project (phase 2) FISH No, 093078, with a final payment of Sixteen Thousand Eight Hundred, Eighty Dollars (\$16,880.00).

Mr. Colameta, Yes
-Mr. Norton, Yes

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

E. Resolution 2020-23: To approve and authorized the Executive Director to execute a Contract for Construction Services for work related to the Cherry Street Roof Replacement and Chimney Repair Project, FISH No. 093074 with WPI Construction, Inc. of Webster MA in the total amount of Four Hundred Eighty Two Thousand Dollars, (\$482,000.00); and subject to the review and approval of the Department of Housing and Community Development.

Motion made by Mr. Colameta and Seconded by Mr. Barrett to accept **Resolution 2020-23:** To approve and authorized the Executive Director to execute a Contract for Construction Services for work related to the Cherry Street Roof Replacement and Chimney Repair Project, FISH No. 093074 with WPI Construction, Inc. of Webster MA in the total amount of Four Hundred Eighty Two Thousand Dollars, (\$482,000.00); and subject to the review and approval of the Department of Housing and Community Development.

Mr. Colameta, Yes
-Mr. Norton, Yes

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

F. Resolution 2020-24: To approve and authorized the Executive Director to execute a Service Contract with Setronics for the installation of CCTV Camera System at the 667/1A North Everett/Whitter Drive Community room. For a total cost of Nineteen Thousand Two Hundred Five Dollars (\$19,205.00).

Motion made by Mr. Colameta and Seconded by Mr. Barrett to accept **Resolution 2020-24:** To approve and authorized the Executive Director to execute a Service Contract with Setronics for the installation of CCTV Camera System at the 667/1A North Everett/Whitter Drive Community room. For a total cost of Nineteen Thousand Two Hundred Five Dollars (\$19,205.00).

Mr. Colameta, Yes
-Mr. Norton, Yes

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

G. Resolution 2020-25: To approve and authorized the Executive Director to enter into a Service Contract with the low bidder on the Lynn Street Landscaping Project.

Motion made by Mr. Colameta and Seconded by Mr. Norton to accept **Resolution 2020-25:** To approve and authorized the Executive Director to enter into a Service Contract with the low bidder on the Lynn Street Landscaping Project.

Mr. Colameta, Yes
-Mr. Norton, Yes

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

H. Resolution 2020-26: To approve and authorized the Executive Director to enter into a service contract with the low bidder on the Glendale Tower Patio upgrade project.

Motion made by Mr. Colameta and Seconded by Mr. Barret to approve **Resolution 2020-26:** To approve and authorized the Executive Director to enter into a service contract with the low bidder on the Glendale Tower Patio upgrade project.

Mr. Colameta, Yes
-Mr. Norton, Yes

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

Resolution 2020-27: To approve and authorized the Executive Director to execute Change Order number One (1) with Damazio Builders to pave the walkways at the Gledhill Stair Replacement Project FISH No. 093079 for a total cost of Five Thousand Two Hundred Ninety Five Dollars and Thirty Five Cents (\$5295.35)

Motion made by Mr. Colameta and Seconded by Mr. Barrett to approve **Resolution 2020-27:** To approve and authorized the Executive Director to execute Change Order number One (1) with Damazio Builders to pave the walkways at the Gledhill Stair Replacement Project FISH No. 093079 for a total cost of Five Thousand Two Hundred Ninety Five Dollars and Thirty Five Cents (\$5295.35)

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

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

I. Resolution 2020-28: To discuss the extension of the Executive Director's contract.

Motion made Mr. Barrett to enter Executive Session, take no votes while in Executive Session and adjourn from the Executive Session. Seconded by Mr. Colemata.
(All left meeting expect the Board members).

Meeting scheduled for **September 16, 2020** at **5:30 P.M.**

Adjournment

Motion made by Mr. Colameta and Seconded by Mr. Barrett to adjourn the meeting at 6:10 p.m.
Voice approved.

Respectfully submitted,
Stephen Kergo
Executive Director