

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

**Wednesday September 21, 2022 AT 5:00 PM  
393 FERRY STREET, EVERETT, MASSACHUSETTS**

**I. Roll Call:** The Chairman asked the Secretary to call the Roll:

**Present:** Dominic Puleo, Philip Colameta, Robert Norton

**Absent:** John Barrett

**Others:** Stephen Kergo, Executive Director, Francis J. LaRovere III Legal Counsel and Chris Giarratana Maintenance Director, Nicole Dipierro Public Housing Supervisor

**II. Minutes:** Motion made by Mr. Colameta and seconded by Mr. Norton to accept the minutes of the regular meeting Wednesday August 17, 2022. Voice approved.

**III. Director's Report:**

Mr. Kergo reported that the City Council has requested a representative of the housing to appear at the next council meeting to discuss the Glendale Towers AC issue. A written response has been prepared. Discussion followed. Mr. Kergo mentioned that DHCD was looking for EHA to provide a construction project related to our request for the Budget Exclusion; as we do not have a project in-mind to resolve the issue, he will explain this to DHCD. Discussion on loss off Subsidy because of reserve level followed Mr. Kergo explained that in FY23 this will hopefully be resolved as we have a maintenance facility project using operating reserves. Mr. Kergo noted that two maintenance employees are currently out with injury; one a worker's comp the other a non-worker's comp. injury. This is causing a quicker turn-around for the on-call rotation for the maintenance staff. Discussion followed. A discussion on security cameras followed. A discussion on the slow renting of vacant units followed with an explanation of the CHAMP wait list system.

**IV. Old Business:**

A. **Discussion:** To discuss a possible pet policy for the family developments.

B. **Discussion:** To discuss the air conditioning concerns at Glendale Towers.

**V. New Business:**

A. **Resolution 2022-27:** To accept the Executive Director's recommendation for the filling of the Groundskeeper/Custodian position.

Motion made by Mr. Colameta and Seconded by Mr. Norton to accept **Resolution 2022-27:** To accept the Executive Director's recommendation for the filling of the Groundskeeper/Custodian position with Joseph LaMonica

The Chairman asked the Secretary to call the roll:

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

**3 yeas, 0 nays**

- B. **Resolution 2022-28:** To approve and authorize the writing-off of Ch. 667-C Tenant Accounts Receivables, effective as of September 14, 2022 in the total amount of Fourteen Thousand, Two Hundred Fifty-Seven Dollars and Forty Cents (\$ 14,257.40).

Mr. Colameta asked a question concerning a higher than average write-off. An explanation was provided.

Motion made by Mr. Colameta and Seconded by Mr. Norton to accept **Resolution 2022-28:** To approve and authorize the writing-off of Ch. 667-C Tenant Accounts Receivables, effective as of September 14, 2022 in the total amount of Fourteen Thousand, Two Hundred Fifty-Seven Dollars and Forty Cents (\$ 14,257.40).

The Chairman asked the Secretary to call the roll:

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

**3 yeas, 0 nays**

- C. **Resolution 2022-29:** To approve and authorize the writing-off of Ch. 200-C Tenant Accounts Receivables, effective September 14, 2022 in the total amount of Fifteen Thousand, One Hundred Six Dollars and Eighty-One Cents (\$15,106.81).

Mr. Colameta asked a question concerning a higher than average write-off. An explanation was provided.

Motion made by Mr. Colameta and Seconded by Mr. Norton to accept **Resolution 2022-29:** To approve and authorize the writing-off of Ch. 200-C Tenant Accounts Receivables, effective September 14, 2022 in the total amount of Fifteen Thousand, One Hundred Six Dollars and Eighty-One Cents (\$15,106.81).

The Chairman asked the Secretary to call the roll:

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

**3 yeas, 0 nays**

- D. **Resolution 2022-30:** To accept the Executive Director's recommendation for the promotion of Marc Deyeso to Maintenance Mechanic Grade II.

**Resolution 2022-30:** To accept the Executive Director's recommendation for the promotion of Marc Deyeso to Maintenance Mechanic Grade II.

The Chairman asked the Secretary to call the roll:

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

**3 yeas, 0 nays**

- E. **Resolution 2022-31:** To approve and authorize the Section 8 Housing Choice Voucher Program Payment Standards effective January 1, 2023 to reflect 100% of the FY2023 Fair Market Rents (FMR) effective October 1, 2022.

Section 8 FMR's  
Effective Oct. 1, 2022

Section 8 Payment Standards  
Effective Jan. 1, 2023

0 Bedroom \$2025  
1 Bedroom \$2198  
2 Bedroom \$2635  
3 Bedroom \$3207  
4 Bedroom \$3540

0 Bedroom \$2025  
1 Bedroom \$2198  
2 Bedroom \$2635  
3 Bedroom \$3207  
4 Bedroom \$3540

Motion made by Mr. Colameta and Seconded by Mr. Norton to accept Resolution 2022-31: To approve and authorize the Section 8 Housing Choice Voucher Program Payment Standards effective January 1, 2023 to reflect 100% of the FY2023 Fair Market Rents (FMR) effective October 1, 2022.

The Chairman asked the Secretary to call the roll:

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

*3 yeas, 0 nays*

- F. **Resolution 2022-32:** To approve and authorize the Executive Director to execute a Contract for Construction Services for the Cherry St (200/3) Screen Door Replacement Project FISH No. 093087 to the lowest responsive bidder, Aegean Builders, LLC of Winchester, MA in the total amount of Three Hundred Twenty-Nine Thousand Dollars and Zero Cents (\$329,000); subject to the review and approval of the Department of Housing and Community Development.

Resolution wording was updated with contractor name and bid total listed. A Brief Discussion followed.

Motion made by Mr. Colameta and Seconded by Mr. Norton to accept Resolution 2022-32: To approve and authorize the Executive Director to execute a Contract for Construction Services for the Cherry St (200/3) Screen Door Replacement Project FISH No. 093087 to the lowest responsive bidder, Aegean Builders, LLC of Winchester, MA in the total amount of Three Hundred Twenty-Nine Thousand Dollars and Zero Cents (\$329,000); 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. Puleo, Yes -Mr. Norton Yes*

*3 yeas, 0 nays*

- G. **Resolution 2022-33:** To approve and adopt the implementation of a 1 in 4 Minority Placement Rate for our Family Housing Program to assist in attaining our Affirmative Action Goal.

Explanation and Discussion followed regarding the source of the rate listed.

Motion made by Mr. Colameta and Seconded by Mr. Norton to accept **Resolution 2022-33:** To approve and adopt the implementation of a 1 in 4 Minority Placement Rate for our Family Housing Program to assist in attaining our Affirmative Action Goal.

Voice Approved.

## VI. **Discussion:**

Mr. Norton brought up the issue of speeding at the North Everett site. The Board asked the Executive Director to seek assistance from the Everett Police Traffic Supervisor.

Next meeting scheduled for **Wednesday October 26, 2022** at **5:00pm.**

## **Adjournment:**

Motion made by Mr. Colameta and Seconded by Mr. Norton to adjourn the meeting at 6pm.  
Voice Approved.

Respectfully Submitted,

Stephen Kergo  
Executive Director