

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

**Tuesday February 28, 2023 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 and John Barrett

**Absent:** Robert Norton

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

**II. Minutes:** Motion made by Mr. Barrett and seconded by Mr. Colameta to accept the minutes of the regular meeting of January 24, 2023. Voice approved.

**III. Director's Report:**

In addition to his written report, Mr. Kergo mentioned the following:

The "Tag" entrance system has been down for approximately 3 weeks. As we are unable to obtain parts to bring it back on line, we have sought pricing for a new system. As of today, we had received a quote and will be reviewing it tomorrow. Also, it was noted that Lynn Housing Authority has had a major flood issue during the recent cold spell. A sprinkler line had burst causing major damage. DHCH had asked agencies if they had vacant units in 667 housing with supportive services to hold those units open. We have not heard back in about a week so it is thought that they are no longer needed.

Motion made by Mr. Barrett and seconded by Mr. Colameta to accept the Executive Director's Reporting. Voice approved

**IV. Old Business:** None

**V. New Business:**

**A. Resolution 2023-03:** To approve and authorize Change Order No. 2 for a 20 Day Increase in the Contract Time, for the Basement Fire Doors Project FISH #093091.

Motion made by Mr. Colameta and seconded by Mr. Barrett to approve Resolution 2023-03: To approve and authorize Change Order No. 2 for a 20 Day Increase in the Contract Time, for the Basement Fire Doors Project FISH #093091.

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

**3 yeas, 0 nays**

**B. Resolution 2023-04:** To accept and authorize the Executive Director to enter into a three (3) year Task Order Agreement for IT services with Apex Computers of Malden, not to exceed a total expense of Forty-Nine Thousand, Nine Hundred Ninety-Nine Dollars (\$49,999.00).

Motion made by Mr. Colameta and seconded by Mr. Barrett to accept Resolution 2023-04: To accept and authorize the Executive Director to enter into a three (3) year Task Order Agreement for IT services with Apex Computers of Malden, not to exceed a total expense of Forty-Nine Thousand, Nine Hundred Ninety-Nine Dollars (\$49,999.00).

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

**3 yeas, 0 nays**

- C. **Resolution 2023-05:** To Accept the Executive Director's recommendation for the filling of the part-time Leased Housing Assistant position.

Motion made by Mr. Colameta and seconded by Mr. Barrett to accept Resolution 2023-05: To Accept the Executive Director's recommendation for the filling of the part-time Leased Housing Assistant position with Renee Freitas.

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

**3 yeas, 0 nays**

- D. **Resolution 2023-06:** To Accept the Executive Director's recommendation for the filling of the Groundskeeper position.

Motion made by Mr. Colameta and seconded by Mr. Barrett to accept Resolution 2023-06: To Accept the Executive Director's recommendation for the filling of the Groundskeeper position with Michael Sullivan.

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

**3 yeas, 0 nays**

Next meeting scheduled for **Tuesday March 21, 2023** at **5:00pm.**

**Adjournment:**

Motion made by Mr. Colameta and Seconded by Mr. Barrett to adjourn the meeting at 5:20pm.  
Voice Approved.

Respectfully Submitted,

*Stephen Kergo*

Stephen Kergo  
Executive Director