

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

**Tuesday January 23, 2024 AT 5:00 PM  
393 FERRY STREET, EVERETT, MASSACHUSETTS**

- I. Roll Call:** The Chairman asked the Secretary to call the Roll:
- Present:** Dominic Puleo, John Barrett, Robert Norton, Damain Allen and Philip Colameta
- Absent:** None
- Others:** Executive Director Stephen Kergo, Legal Counsel Francis J. LaRovere III, Roberta Correale, Assistant Director and Chris Giarratana, Director of Maintenance

- II. Minutes:** Motion made by Mr. Barrett and seconded by Mr. Colameta to accept the minutes of the Regular Meeting of December 19, 2023.

**Voice approved.**

**III. Director's Report:**

In addition to his written report, Mr. Kergo noted that EHA received it's SEMAP score for last fiscal year. Once again, the EHA received a "High Performer" rating at 100%. He stated that this shows that our Section 8 department is doing a good job. He also stated that the "desk audit" portion of our Performance Management Review (PMR) came back with only one minor issue on the Tenant Account Receivable (TAR) portion. He stated that the first quarter we had a higher than acceptable percentage but starting the second quarter it was in a very good range for the remainder of the fiscal year. Mr. Kergo noted that he had given the members a hand-out requested by the Chair at the previous meeting. This hand-out was an excerpt of 760 CMR showing the reasons an lha can determine an applicant disqualified for housing. Finally, he noted that the Budgets for our Public Housing and MRVP programs had come back approved.

Motion made by Mr. Barrett and seconded by Mr. Norton to accept the Director's Report.

**Voice approved.**

**IV. Old Business: None**

**V. New Business:**

- A. Resolution No. 2024-01:** To approve and authorize the Executive Director to declare as surplus inventory and dispose of as needed ten (10) grey visitor chairs and four (4) burgundy guest chairs.

Motion made by Mr. Colameta and seconded by Mr. Norton to approve **Resolution No. 2024-01:** To approve and authorize the Executive Director to declare as surplus inventory and dispose of as needed ten (10) grey visitor chairs and four (4) burgundy guest chairs.

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

**5 yeas, 0 nays**

- B. Resolution No. 2024-02:** To approve and authorize the Executive Director to execute a three (3) year service contract for the total dollar amount of Eighty-One Thousand Nine Hundred Ninety Dollars and Zero Cents (81,990.00) with the lowest responsive bidder to our Grass Cutting Service Bid, Rusty Creek Transportation of Springfield.

Some members voiced concern over distance of travel for the company. Discussion followed.

Motion made by Mr. Colameta and seconded by Mr. Allen to approve **Resolution No. 2024-02**: To approve and authorize the Executive Director to execute a three (3) year service contract for the total dollar amount of Eighty-One Thousand Nine Hundred Ninety Dollars and Zero Cents (81,990.00) with the lowest responsive bidder to our Grass Cutting Service Bid, Rusty Creek Transportation of Springfield.

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

**5 yeas, 0 nays**

- A. **Resolution No. 2024-03**: To approve and authorize the Executive Director's recommendation for the filling of the Groundskeeper/Custodian position.

Motion made by Mr. Colameta and seconded by Mr. Allen to approve **Resolution No. 2024-03**: To approve and authorize the Executive Director's recommendation for the filling of the Groundskeeper/Custodian position with Luciano Reis.

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

**5 yeas, 0 nays**

Next meeting scheduled for **February 27, 2024**, at **5:00pm**.

**Adjournment**: Motion made by Mr. Colameta and Seconded by Mr. Barrett to adjourn the meeting at 5:30 pm. **Voice Approved.**

Respectfully Submitted,

*Stephen Kergo*

Stephen Kergo  
Executive Director