

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

**October 22, 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, and Philip Colameta

**Absent:** Damain Allen

**Others:** Stephen Kergo, Executive Director, Francis J. LaRovere, III Esq., Legal Counsel, Roberta Correale, Assistant Director, Nicole Dipierro, Public Housing Supervisor 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 September 17, 2024. **Voice approved.**

**III. Director's Report:**

Mr. Kergo mentioned that the designers of the Front Patio Project at Glendale Towers are looking for more specific details about the "public arts" as the Board sees it.

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

**IV. Old Business:**

**A. Discussion:** A/C Glendale Towers.

The Executive Director noted that the lateral conductor project is complete. This allows the EHA to install the remainder of the A/C. He further mentioned that we were halting the installations until late winter early spring. The Chairman thought it would be a good time to stop and take an inventory of the remaining A/C.

**B. Discussion:** Related to upgrading maintenance software to allow for a tenant portal

**C. Discussion:** Related to a tenant communication plan.

Chairman Puleo stated that Items A could be closed, and that B and C should remain open until purchase of the software.

**V. New Business:**

**A. Discussion:** To discuss with James Griffin, Fee Account, the EHA proposed FY2025 Operating Budget.

James Griffin was introduced to the members and a discussion about the new FY25 Budgets followed.

Mr. Griffin noted that for the first time, EOHLC has increased the ANNUAL Level up to 12% and a allowable 9% on Admin Salaries and on Maintenance Salaries. The Maintenance Salaries are different than in years past as DL&I are now the ceiling where in the past, they were considered the max. Therefore, housing authorities have the ability to negotiate wages. The Board had questions concerning individual line items and Mr. Griffin and Mr. Kergo answered those questions.

Mr. Kergo added that EHA in this budget has changed the Mechanic/ Electrician to a straight Mechanic Grade II. There was a discussion on the initiative to incentivize employees to use other Insurance rather than EHA paid GIC. It was noted that this must be in the personnel policy to take advantage of this.

Mr. Griffin then reviewed specific line items to show the changes to the Board and respond to their questions. He noted that again as it was last year, the Insurance premiums. A final discussion on the Extraordinary expenses took place.

The Board thanked Mr. Griffin for his attendance and discussing our financial situation.

- B. **Resolution 2024-46:** To approve and authorize the FY25 Housing Choice Voucher, Section 8 program Operating Budget.

Motion made by Mr. Barrett and seconded by Mr. Colameta to approve Resolution 2024-46:

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

**3 yeas, 0 nays**

- C. **Resolution 2024-47:** To approve and authorize the FY25 Chapter 400-Operating Budget; to include the Executive Director Salary as listed; and subject to review and approval of the Department of Housing and Community Development.

Motion made by Mr. Colameta and seconded by Mr. Colameta to approve **Resolution 2024-47:**

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

**3 yeas, 0 nays**

- D. **Resolution 2024-48:** To approve and authorize the FY25 Mass Rental Voucher Program Operating Budget; and subject to review and approval of the Department of Housing and Community Service.

Motion made by Mr. Barrett and seconded by Mr. Colameta to approve **Resolution 2024-48:**

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

**3 yeas, 0 nays**

- E. **Resolution 2024-49:** To approve and authorize the Executive Director to execute the Certificate of Substantial Completion with a completion date of September 13, 2024, for the 667/2 Glendale Towers Generator Replacement Project (FISH No. 093090); subject to the review and approval of the Executive Office of Housing and Livable Communities.

Motion made by Mr. Colameta and seconded by Mr. Barrett to approve **Resolution 2024-49:**

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

**3 yeas, 0 nays**

- F. **Resolution 2024-50:** To approve and authorize the Executive Director to execute the Change Order in the total amount credited Forty-three Thousand Five Hundred Sixty Dollars and Seventeen Cents (\$43,560.17) for the 667/2 Glendale Towers Generator Replacement Project (FISH No. 093090); subject to the review and approval of the Executive Office of Housing and Livable Communities

Motion made by Mr. Colameta and seconded by Mr. Barrett to approve **Resolution 2024-50.**

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

**3 yeas, 0 nays**

G. **Resolution No. 2024-51:** To approve and authorize the Executive Director's recommendation for the promotion of Luciano Reis to the position of Maintenance Aide.

Motion made by Mr. Colameta and seconded by Mr. Barrett to approve **Resolution 2024-50.**

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

**3 yeas, 0 nays**

Next meeting **November 26, 2024, at 5:00 pm.**

**Adjournment.** Motion made by Mr. Colameta and seconded by Mr. Barrett to adjourn the meeting at 5:45 pm. **Voice Approved.**

Respectfully Submitted,

*Stephen Kergo*

Stephen Kergo  
Executive Director