

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

**November 26, 2024, AT 5:00 PM
393 FERRY STREET, EVERETT, MASSACHUSETTS**

- I. Roll Call:** Chairman asked the Secretary to call the Roll:
- Present:** Dominic Puleo, John Barrett, Damain Allen, and Philip Colameta
- Absent:** None
- Others:** Stephen Kergo, Executive Director, Francis J. LaRovere, III Esq., Legal Counsel, 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 October 22, 2024. **Voice approved.**

III. Director's Report:

Mr. Kergo mentioned that Budgets have been approved by EOHLC, therefore the staff will begin to implement the items on said budgets. Further Mr. Kergo noted that there have been conversations on the Everett City Council concerning exterminations at our Glendale Towers location. He stated that the Board should know that the Everett Housing Authority does everything in its power to control any infestation issues, that we have an exterminator onsite two (2) days a week almost every week to deal with all concerns. EHA is faced with several issues in its attempt to eradicate infestation including resident mental health issue, hoarding and residents not preparing as required for schedule extermination and residents failing to notify EHA of any issues. EHA very recently conducted an inspection of every unit treating as allowed any issues noted. There was a total of approximately 40 units with roach issues, one with bedbugs and 16 with mice. The report also noted those units with hoarding or cleanliness concerns.

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

IV. Old Business:

- A. **Discussion:** Related to upgrading maintenance software to allow for a tenant portal.
B. **Discussion:** Related to a tenant communication plan.

Mr. Kergo noted that now the budget is approved we can move forward with this matters.

V. New Business:

- A. **Resolution 2024-52:** To approve and authorize the Board of Commissioners to certify the Certification for Year-End Processing for Fiscal Year 2024 to include the following:
- i. Certification of Compliance with notification procedures for Federal and State Lead Paint Laws.
 - ii. Certification of the Top 5 Compensation Form.
 - iii. Certification of the Year- End Financial Statements, and
 - iv. Certification of the Executive Office of Housing and Livable Communities Annual Wage Match procedures.

Motion made by Mr. Colameta and seconded by Mr. Barrett to approve **Resolution 2024-52.**

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

3 yeas, 0 nays

- B. Resolution 2024-53:** To approve the recommendation of the Executive Director to promote Nicholas Olsen to Maintenance Mechanic Grade II December 1, 2024.

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 2024-54:** To approve Fee Amendment No. 1 with total costs of One Thousand, Nine Hundred Thirty-Seven Dollars and Fifty Cents (\$1,937.50) for the Design contract for Nangle Engineering, Inc. for the Emergency 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. Allen and seconded by Mr. Colameta to approve **Resolution 2024-54**:

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

3 yeas, 0 nays

- D. Resolution 2024-55:** To approve and authorize the Executive Director to execute the Certificate of Substantial Completion with a completion date of September 25, 2024, for the 667/2 Glendale Towers Lateral Conductors Project.

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 2024-56:** To approve the recommendation of the Executive Director for the filling of the Groundskeeper/Custodian position.

Motion made to table **Resolution 2024-56** by Mr. Colameta and seconded by Mr. Barrett.

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

3 yeas, 0 nays

Next meeting **December 30, 2024**, at **5:00 pm**.

Adjournment. Motion made by Mr. Barrett and seconded by Mr. Colameta to adjourn the meeting at 5:21 pm. **Voice Approved.**

Respectfully Submitted,

Stephen Kergo

Stephen Kergo
Executive Director