

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

**May 21, 2025, AT 5:00 PM
393 FERRY STREET, EVERETT, MASSACHUSETTS**

- I. Roll Call:** Chairman asked the Secretary to call the Roll:
- Present:** Dominic Puleo, Damain Allen, and Philip Colameta
- Absent:** John Barrett
- Others:** Stephen Kergo, Executive Director, Francis J. LaRovere, III Esq., Legal Counsel, Roberta Correale, Assistant Director, Nicole Dipierro, Public Housing Supervisor and Chris Giarratana, Maintenance Director.
- II. Minutes:** Motion made by Mr. Allen and seconded by Mr. Colameta to accept the minutes of the Regular Meeting of April 29, 2025. **Voice approved.**

Director's Report: The Executive Director updated the Board on his written report. He reported that the funding and contract for the large Ceiling and Roof Replacement Project has been approved by EOHLC and that the pre-construction meeting for the project is scheduled for the 27th. Also, he noted that we will be taking proposals for a Clerk of the Works for the project because of its size.

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

III. Old Business:

- A. **Resolution 2025-19:** To approve and authorize the Executive Director to execute the Certificate of Final Completion and Certificate of Partial Release of Retainage, with a final payment of Sixteen Thousand, Seven Hundred Ninety-Five Dollars and Twenty-Five Cents (\$16,795.25) 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. Allen to approve **Resolution 2025-19:** To approve and authorize the Executive Director to execute the Certificate of Final Completion and Certificate of Partial Release of Retainage, with a final payment of Sixteen Thousand, Seven Hundred Ninety-Five Dollars and Twenty-Five Cents (\$16,795.25) 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.

Mr. Puleo, Yes -Mr. Colameta, Yes -Mr. Allen, Yes

3 yeas, 0 nays

IV. New Business:

- A. **Resolution 2025-22:** To approve and authorize the Security and Surveillance Recordings Retention Policy.

Motion made by Mr. Allen and seconded by Mr. Colameta to approve **Resolution 2025-22:** To approve and authorize the Security and Surveillance Recordings Retention Policy.

-Mr. Puleo, Yes -Mr. Colameta, Yes -Mr. Allen, Yes

3 yeas, 0 nays

B. **Resolution 2025-23**: To approve and authorize the State Aided Public Housing Fair Market Rents for the determination of eligibility for continued occupancy, as listed below effective 5/1/2025.

No of Bedrooms	Effective May 1, 2025
1	\$2394
2	\$2837
3	\$3418

C. **Resolution 2025-24**: To approve and authorize State Aided Public Housing and the Alternative Housing Voucher Program Income Limits, as listed below effective 5/1/2025 -5/1/2027.

1	\$92,650
2	\$105,850
3	\$119,100
4	\$132,300
5	\$142,900
6	\$153,500
7	\$164,100
8	\$174,650

D. **Resolution 2025-25**: To approve and authorize the Mass Rental Voucher Program Income Limits, as listed below effective May 1, 2025.

MRVP Income Limits	
As of 5/1/2025	
Low Income Limit 80% AMI	
Persons	Limit
1	\$92,650
2	\$105,850
3	\$119,100
4	\$132,300
5	\$142,900
6	\$153,500
7	\$164,100
8	\$174,650

Motion made by Mr. Allen and seconded by Mr. Colameta to take Items 2025-23, 24, and 25 collectively. Voice approved.

Motion made by Mr. Allen and seconded by Mr. Colameta to approve Resolution 2025-23, 24 and 25. Voice Approved.

- E. **Resolution 2025-26**: To approve and authorize the Certificate for Partial Release of Retainage for the Generator Replacement Project FISH No. 093090 in the total amount due of Thirteen Thousand, Five Hundred Sixty-Nine Dollars and Fifty Cents (\$13,569.50); and subject to the review and approval of EOHLC.

Motion made by Mr. Colameta and seconded by Mr. Allen to Refer back to Sponsor **Resolution 2025-26 and Resolution 2025-32**. Voice Approved.

- F. **Resolution 2025-27**: To approve and authorize the Executive Director to execute a service contract with the lowest responsive bidder for the Glendale Towers Fire Pump Repair project.

Motion made by Mr. Colameta and seconded by Mr. Allen to approve **Resolution 2025-27**: To approve and authorize the Executive Director to execute a service contract with the lowest responsive bidder for the Glendale Towers Fire Pump Repair project to Easton Electronics, Inc. for a total payment of Fifteen Thousand, Eight Hundred Twenty-Two Dollars and Zero Cents (\$15,822.00)

-Mr. Puleo, Yes -Mr. Colameta, Yes -Mr. Allen, Yes

3 yeas, 0 nays

- G. **Resolution 2025-28**: To approve and authorize the Executive Director to execute a service contract in the total amount of Forty-Three Thousand, Nine Hundred Sixteen Dollars and Zero Cents (\$ 43,916.00) with the lowest responsive bidder, JES Enterprises, Inc. for the Glendale Towers Lobby A/C Replacement project.

Motion made by Mr. Colameta and seconded by Mr. Allen to approve **Resolution 2025-28**: To approve and authorize the Executive Director to execute a service contract in the total amount of Forty-Three Thousand, Nine Hundred Sixteen Dollars and Zero Cents (\$ 43,916.00) with the lowest responsive bidder, JES Enterprises, Inc. for the Glendale Towers Lobby A/C Replacement project.

-Mr. Puleo, Yes -Mr. Colameta, Yes -Mr. Allen, Yes

3 yeas, 0 nays

- H. **Resolution 2025-29**: To approve and authorize the Executive Director's recommendation for the filling of the Maintenance Aide position.

Motion made by Mr. Allen and seconded by Mr. Colameta to approve **Resolution 2025-29**: To approve and authorize the Executive Director's recommendation for the filling of the Maintenance Aide position with Michael Martinez.

-Mr. Puleo, Yes -Mr. Colameta, Yes -Mr. Allen, Yes

3 yeas, 0 nays

- I. **Resolution 2025-30**: To approve and authorize the Executive Director's recommendation for the filling of the Leased Housing Clerk/ Executive Assistant position.

See Item J Below.

- J. **Resolution 2025-31**: To approve and authorize the Executive Director's recommendation for the filling of the Plumber position.

Motion made by Mr. Colameta and seconded by Mr. Allen to table **both Resolution 2025-30 and Resolution 2025-31**. Voice approved.

K. **Resolution 2025-32**: To approve and authorize the Executive Director to execute the Certificate of Final Completion with a final payment 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.

See Item E. Resolution 2025-26. Both Resolutions were Referred to Sponsor.

Next meeting **June 24, 2025**, at **5:00 pm**.

Adjournment. Motion made by Mr. Allen and seconded by Mr. Colameta to adjourn the meeting at 5:40 pm. **Voice Approved.**

Respectfully Submitted,

Stephen Kergo

Stephen Kergo
Executive Director