

**September Board Meeting & Capen Court Corporation Annual Meeting**

Sep 28, 2023, 4:00 – 5:00 PM (America/New\_York)

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**NOTE: THE MEETING IS BEING HELD REMOTELY VIA GOTOMEETING**  
**AGENDA**

REGULAR MEETING  
OF THE SOMERVILLE HOUSING AUTHORITY  
SEPTEMBER 28, 2023

1. MEETING CALLED TO ORDER AND SALUTE TO THE FLAG OF THE UNITED STATES OF AMERICA at **4:00 p.m.**  
  
Joe Capuano  
Eleanor Rances  
Adeleine Mannion  
James Zamer
2. APPROVAL OF MINUTES OF PREVIOUS MEETING
  - (a) Monthly Board Meeting held June 22, 2023 **(Roll Call Vote Required)**
  - (b) Monthly Board Meeting held August 24, 2023 **(Roll Call Vote Required)**
3. COMMUNICATIONS
4. RESIDENT CONCERNS
5. REPORT OF THE EXECUTIVE DIRECTOR **(Roll Call Vote Required)**
6. NEW BUSINESS
  - (a) Consideration of a request by the Executive Director to enter into a contract with Rector, Reeder & Lofton PC for a single audit in the amount of \$161,700.00. **(Roll Call Vote Required)**
  - (b) Consideration of request by the Executive Director to approve Certificate of Substantial Completion to Corolla Contracting Inc for the Mystic River Roof Replacement Phase 5 project. **(Roll Call Vote Required)**
  - (c) Consideration of request by the Executive Director to enter into a contract with Laracy Electrical Contractions Inc from Walpole, MA. to complete SHA Job #2317 Bryant Manor Intercom Replacement for the sum of \$218,300. **(Roll Call Vote Required)**
  - (d) Consideration of request by the Executive Director to enter into a design contract with Reverse Architecture for the Bryant Manor Mailroom Renovation for the sum of \$20,000.00. **(Roll Call Vote Required)**

- (e) Consideration of request by the Executive Director to approve Certificate of Substantial Completion to WPI Construction INC for the Mystic View Roof Replacement Phase 2 project. **(Roll Call Vote Required)**
- (f) Consideration of request by the Executive Director to approve a three-year contract for Refrigerators and Stoves with Haier US Appliance Solutions, Inc dba/ GE Appliance. This is a one-year contract totaling \$78,440.00. **(Roll Call Vote Required)**
- (g) Consideration of a request by the Executive Director to approve and enter into a contract with McCright & Associates for Section 8 Housing Choice Home Inspection Services in the amount of \$56,022.00. **(Roll Call Vote Required)**
- (h) Consideration of request by the Executive Director to approve the following nominees for the Grievance Panel Pool for State-Aided and Federal-Aided Public Housing. **(Roll Call Vote Required)**

The members are as follows:

Development	Resident
<b>Family Public Housing Grievance Panel Pool</b>	
Mystic Tenant Association (Inactive)	
Mystic Tenant Association (Inactive)	
Clarendon Hill Tenant Association	Sonia Osorio Rosa
Clarendon Hill Tenant Association	Magalie Joseph
<b>Elderly Public Housing Grievance Panel Pool</b>	
Brady Towers Tenant Association	Charlie Snyder
Bryant Manor Tenant Association	Carmen Baez
Highland Garden Tenant Association	Donna Peyser
Capen Court Tenant Association	Rose Balog
<b>Independent Member</b>	
Century 21 Commonwealth	Jacqueline Veri
Mystic Learning Center	Jessica Ruggiero
<b>SHA Employee Pool Members</b>	
Executive Secretary	Emily Eschmann
Resident Services Coordinator	Janine Lotti
Resident Services Coordinator	Miguelina Cabrera
Section 8 Tenant Selector	Kezia Baxter

7. ANY OTHER MATTERS THAT MAY PROPERLY COME BEFORE THE BOARD

- (a) The Board may elect to enter into Executive Session for Contract Negotiations. **(Roll Call Vote)**
- (b) Scheduling for next Regular Board Meeting: TBD

8. ADJOURNMENT **(Roll Call Vote Required)**