

The Minutes of the Regular Meeting of the Somerville Housing Authority duly called and held on March 15, 2023.

The Regular Meeting of the Somerville Housing Authority held virtually via GoToMeeting on Wednesday, March 15, 2023 at 4:00 PM.

The Chairman instructed the Secretary to call the roll at 4:00 PM and upon roll call those present and absent was as follows:

PRESENT

Eleanor Rances

Adeleine Mannion

James Zamer

Joe Capuano

ABSENT

The Chairman read Notice of Meeting dated March 13, 2023, given in accordance with Section 23B, Chapter 39 of the General Laws with certificate as to Service of Meeting attached which was ordered spread upon the minutes.

NOTICE OF MEETING

Notice is hereby given in accordance with Section 23B, Chapter 39 of the General Laws that a meeting of the Somerville Housing Authority will be held virtually on Wednesday, March 15, 2023 at 4:00 PM.

CERTIFICATE AS TO SERVICE OF NOTICE
OF MEETING
(Sec. 23B, Chapter 39, General Laws)

I, Joseph R. Macaluso, the duly appointed qualified Secretary of the Somerville Housing Authority, do hereby certify that on March 13, 2023, I filed, in the manner provided by Sec. 23B, Chapter 39 of the General Laws with the Clerk of the City of Somerville, a Notice of Meeting of which the following is a true and correct copy.

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal of the said Authority this March 16, 2023.

Joseph Macaluso

Joseph R. Macaluso

2. APPROVAL OF MINUTES OF PREVIOUS MEETING

(a) Monthly Board Meeting held February 22, 2023. **(Roll Call Vote Required)**

Motion made my Commissioner Zamer, seconded by Commissioner Mannion.

Upon roll call the ayes and nays is as follows:

Ayes

Nays

Absent

Eleanor Rances

Adeleine Mannion

James Zamer

Joe Capuano

SO VOTED

3. COMMUNICATIONS

None this month.

4. RESIDENT CONCERNS

Commissioner Rances stated Properzi resident Pat Wilber spoke with Director of Maintenance Joe Whalen prior to the meeting regarding updates on her requests from the previous board meeting. Joe W. stated that he has material in stock to install a cooling system in the laundry room but has to wait until the electrician is available in 2 weeks for installation.

5. REPORT OF THE EXECUTIVE DIRECTOR

Executive Director Joe Macaluso stated that SHA has stayed within the budget 10 months into the fiscal year. He stated that little overtime has been required for snow removal this year. Joe discussed the beginning of demolition in the next couple weeks for the Clarendon Hill Project. He stated that a call with DHCD and private developer Red Gate is scheduled for March 16, 2023 to discuss an updated proposal for market rate units. He stated because of high interest rates and inflation the developers are looking to modify the proposal for more affordability. He also stated that he would be attending a Zoning Board Meeting on March 15, 2023, regarding Water Works II and hopes to close on the project in April 2023.

Motion made my Commissioner Rances, seconded by Commissioner Mannion.

Upon roll call it was voted to accept the Executive Director's report as written.

The ayes and nays is as follows:

Ayes

Nays

Absent

Eleanor Rances

Adeleine Mannion

James Zamer

Joe Capuano
SO VOTED

6. NEW BUSINESS

- (a) Consideration of request by the Executive Director to respond to the City of Somerville’s Municipal Voucher Program Request for Proposals (Bid Number 23-MVP). **(Roll Call Vote Required)**

Joe stated that the City of Somerville is starting a voucher program financed by ARPA funding and would like SHA to administer the program. The program will benefit people with the lowest income reaching out to Somerville’s Office of Housing Stability. He stated that SHA would like to submit a proposal and would participate in getting the program up and running.

Motion made my Commissioner Zamer, seconded by Commissioner Mannion.
Upon roll call the ayes and nays is as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Eleanor Rances		
Adeleine Mannion		
James Zamer		
Joe Capuano		
SO VOTED		

- (b) Consideration of request by the Executive Director to approve the State Program Budgets for FY2024:

Conventional 400-C Program (Mystic, Clarendon Hill, Jacques Street, Fountain & Sycamore)

Conventional 667-7 Program (Clarendon Towers)

Conventional 667-4 Program (Bryant Manor)

Conventional 689-2 Program (Hagan Manor)

Conventional 689-C Program (Monmouth & Broadway)

State Leased Housing Program

Public Safety Program **(Roll Call Vote Required)**

Joe stated that SHA receives funding from the state and federal government in addition to other grants. The state has allowed a 9% increase in the budget towards operations and 5% toward salaries. Finance Director Kelly Yin stated there is not much variation to the budget from last year. She stated that she worked with the Directors of each department to development the budget and discussed any extraordinary items with the Maintenance Department to account for any significant increases.

Motion made my Commissioner Zamer, seconded by Commissioner Mannion.

Upon roll call the ayes and nays is as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Eleanor Rances		
Adeleine Mannion		
James Zamer		
Joe Capuano		
SO VOTED		

- (c) Consideration of request by the Executive Director to approve the Federal Program Budgets for FY2024:

Central Office Cost Center

Conventional AMP 1 Program (Mystic)

Conventional AMP 2 Programs (Brady, Weston, Highland, Ciampa & Properzi)

Section 8 Housing Choice Voucher Program

Section 8 SRO Programs 1 and 3

Two Ross Service Programs **(Roll Call Vote Required)**

Kelly stated that budget is in line with last year. She stated that the HUD funding is the same and leased housing subsidy is funded at 99%.

Motion made my Commissioner Rances, seconded by Commissioner Mannion.

Upon roll call the ayes and nays is as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Eleanor Rances		
Adeleine Mannion		
James Zamer		
Joe Capuano		
SO VOTED		

- (d) Consideration of request by the Executive Director to write off Somerville Housing Authority tenant accounts receivable for Fiscal Year 2023 in the amount of \$14,736.

(Roll Call Vote Required)

Kelly stated that this amount is significantly less than last year. Joe stated due to Covid-19, last year's write off amounts were significantly higher.

Motion made my Commissioner Zamer, seconded by Commissioner Mannion.

Upon roll call the ayes and nays is as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Eleanor Rances		
Adeleine Mannion		
James Zamer		
Joe Capuano		
SO VOTED		

- (e) Consideration of request by the Executive Director to approve the Middlesex Federal Savings Bank CD #98517108 renewal for 0.40% for the 1-year term. **(Roll Call Vote Required)**

Joe stated that SHA has 5 or 6 CDs that are invested with local banks. He stated recent interest rates have been very low and asked Kelly to request updated rates to see if higher earnings could be received since HUD and the State allows SHA to keep any additional income for the interest earnings on investments and entrepreneurial income. Joe requested to amend item 6(e) to transfer the Middlesex Federal Savings Bank CD to Winter Hill Bank at the rate of 4.75% and approve Executive Director Joseph Macaluso and Deputy Director Robert Muollo as authorized signers.

Motion made my Commissioner Zamer, seconded by Commissioner Rances.

Upon roll call the ayes and nays is as follows:

Ayes

Nays

Absent

Eleanor Rances

Adeleine Mannion

James Zamer

Joe Capuano

SO VOTED

- (f) Consideration of request by the Executive Director to approve the Naveo Credit Union CD #622802115 renewal for 0.35% for the 1-year term. **(Roll Call Vote Required)**

Joe requested to amend item 6(f) to transfer the Naveo Credit Union CD to East Cambridge Savings Bank at the rate of 4.25% and approve Executive Director Joseph Macaluso and Deputy Director Robert Muollo as authorized signers.

Motion made my Commissioner Zamer, seconded by Commissioner Mannion.

Upon roll call the ayes and nays is as follows:

Ayes

Nays

Absent

Eleanor Rances

Adeleine Mannion

James Zamer

Joe Capuano

SO VOTED

- (g) Consideration of request by the Executive Director to approve Year End Operating Transfer of \$100,000 from AMP 2 to Affordable Housing. **(Roll Call Vote Required)**

Joe stated that SHA has about a dozen rooftop antenna leases for cellphone towers generating about \$400,000 a year. A portion of this income is transferred into the Affordable Housing account used to develop new affordable housing.

Motion made my Commissioner Rances, seconded by Commissioner Mannion.

Upon roll call the ayes and nays is as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Eleanor Rances		
Adeleine Mannion		
James Zamer		
Joe Capuano		
SO VOTED		

- (h) Consideration of request by the Executive Director to approve Change Order #01 from Alaanco Services Corp. for an upgraded and accessible chiller for the Capen Court Chiller Replacement project in the sum of \$15,600.00. **(Roll Call Vote Required)**

Director of Modernization Brian Langton stated that the chiller at Capen Court broke last year, therefore needing replacement. He stated that the products in the original design were sold out, but SHA is able to purchase 2 upgraded units to ensure installation before the cooling season. If SHA waited for the original products it could take up to 40 weeks to receive.

Motion made my Commissioner Zamer, seconded by Commissioner Rances.

Upon roll call the ayes and nays is as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Eleanor Rances		
Adeleine Mannion		
James Zamer		
Joe Capuano		
SO VOTED		

- (i) Consideration of request by the Executive Director to approve the Fair Housing Marketing Plan, as required by DHCD. **(Roll Call Vote Required)**

Joe stated that the law requires that SHA has a plan regarding marketing and outreach to all ethnic populations throughout the city of Somerville in need of housing.

Motion made my Commissioner Mannion, seconded by Commissioner Zamer.

Upon roll call the ayes and nays is as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Eleanor Rances		
Adeleine Mannion		
James Zamer		
Joe Capuano		
SO VOTED		

- (j) Consideration of recommendation by the Executive Director to level fund all previously funded Service Providers and fund a new proposal from Groundwork Somerville to revive the Mystic Community Garden for Fiscal Year April 1, 2023 to March 31, 2024.

(Roll Call Vote Required)

Joe stated that SHA funds multiple programs to provide services and opportunities for SHA residents to engage in community activities including youth sports, art programs, language services, and many other programs. He stated that it's SHA's responsibility to provide more than just housing to ensure a safe, healthy and educational environment.

Motion made by Commissioner Mannion, seconded by Commissioner Zamer.

Upon roll call the ayes and nays is as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Eleanor Rances		
Adeleine Mannion		
James Zamer		
Joe Capuano		
SO VOTED		

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

- (a) Scheduling for next Regular Board Meeting: TBD

Joe stated that the Mayor is going to submit a name for the final commissioner vacancy at next City Council meeting.

8. ADJOURNMENT

Motion made by Commissioner Zamer, seconded by Commissioner Mannion.

Upon Roll Call it was voted to adjourn at 4:36 p.m. The ayes and nays is as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Eleanor Rances		
Adeleine Mannion		
James Zamer		
Joe Capuano		
SO VOTED		

Joseph Macaluso

Joseph R. Macaluso
Executive Director

ATTEST

A True Copy