

The Minutes of the Regular Meeting of the Somerville Housing Authority duly called and held on December 21, 2023.

The Regular Meeting of the Somerville Housing Authority held virtually via GoToMeeting on Thursday, December 21, 2023 at 4:00 PM.

The Chairman instructed the Secretary to call the roll at 4:09 PM and upon roll call those present and absent was as follows:

PRESENT

James Zamer
Dennis Lemard
Joe Capuano

ABSENT

Eleanor Rances
Adeleine Mannion

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 Thursday, December 21, 2023 at 4:00 PM.

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

I, Diane L. Cohen, the duly appointed qualified Secretary of the Somerville Housing Authority, do hereby certify that on December 19, 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 December 22, 2023.

Diane L. Cohen
Executive Director

2. APPROVAL OF MINUTES OF PREVIOUS MEETING

(a) Monthly Board Meeting held November 28, 2023 **(Roll Call Vote Required)**

Motion made by Commissioner Lemard, seconded by Commissioner Zamer.

Upon roll call the ayes and nays is as follows:

Ayes

Nays

Absent

Eleanor Rances
Adeleine Mannion

James Zamer
Joe Capuano
Dennis Lemard
SO VOTED

3. COMMUNICATIONS

None this month.

4. RESIDENT CONCERNS

None this month.

5. REPORT OF THE EXECUTIVE DIRECTOR

Executive Director Diane Cohen discussed the Director's Report. She stated that a couple CDs are coming up for renewal in the coming months. She stated there is nothing out of the ordinary.

Motion made by Commissioner Lemard, seconded by Commissioner Zamer.

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
Dennis Lemard
Joe Capuano
SO VOTED

6. NEW BUSINESS

- (a) Consideration of request by the Executive Director to approve a five-year contract with ADP, Inc. in the amount of \$141,251.93. **(Roll Call Vote Required).**

Diane stated that a bid went out for a payroll company. She stated the most advantageous proposal was from SHA's current payroll company ADP, Inc.

Motion made by Commissioner Zamer, seconded by Commissioner Lemard.

Upon roll call it was voted to approve item 6(a).

The ayes and nays is as follows:

Ayes

Nays

Absent

Eleanor Rances

Adeleine Mannion

James Zamer

Dennis Lemard

Joe Capuano

SO VOTED

- (b) Consideration of request by the Executive Director to approve a contract with First Light Fiber, Inc for five years in the amount of \$19,200.00. **(Roll Call Vote Required).**

Diane stated this contract is with a company to increase outside server storage.

Motion made by Commissioner Zamer, seconded by Commissioner Lemard.

Upon roll call it was voted to approve item 6(b).

The ayes and nays is as follows:

Ayes

Nays

Absent

Eleanor Rances

Adeleine Mannion

James Zamer

Dennis Lemard

Joe Capuano

SO VOTED

- (c) Consideration of request by the Executive Director to enter into a contract with New England Builders & Contractors Inc. from Methuen, MA. to complete Properzi Manor Elevator Modernization, SHA Job #2215 for the sum of **\$1,471,234.00. (Roll Call Vote Required).** Director of Modernization Brian Langton stated that this is for two (2) elevators to be replaced in a ten (10) story building. He stated the elevators have been in disrepair for over a year. He stated the residents at Properzi Manor will be very relieved once the elevators are updated.

Motion made by Commissioner Lemard, seconded by Commissioner Zamer.

Upon roll call it was voted to approve 6(c).

The ayes and nays is as follows:

Ayes

Nays

Absent

Eleanor Rances

Adeleine Mannion

James Zamer

Dennis Lemard

Joe Capuano

SO VOTED

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

Development Consultant Joe Macaluso updated the Board on the redevelopment projects. He stated that Waterworks II finally closed, and the building has been demolished. He also discussed the RFP for a new developer for Phase 2 of the Clarendon Redevelopment. He stated a five (5) member selection committee was formed and were initially required to make a decision by December 20, 2023. However, because of the short turnaround, an extension was given to January 15, 2023, to discuss the proposals with attorneys and the selection committee and vet the two (2) proposals received. He stated this will not delay the construction timeline.

(a) Scheduling for next Regular Board Meeting: To Be Determined

8. ADJOURNMENT

Motion made by Commissioner Zamer, seconded by Commissioner Lemard

Upon Roll Call it was voted to adjourn at 4:23 p.m.

Upon roll call the ayes and nays is as follows:

Ayes

Nays

Absent

Eleanor Rances

Adeleine Mannion

James Zamer

Dennis Lemard

Joe Capuano

SO VOTED

Diane L. Cohen
Executive Director

ATTEST
A True Copy