

**EXECUTIVE DIRECTORS MONTHLY REPORT**

TO: All Commissioners

FROM: Joseph R. Macaluso, Executive Director

DATE: February 22, 2023

**SOMERVILLE HOUSING AUTHORITY**  
**AGENCY SUMMARY COMPARATIVES**  
**PERIOD APRIL 1, 2022 TO DECEMBER 31, 2022**

BUDGET LINE ITEMS	TOTAL BUDGET	BUDGET TO DATE	ACTUAL TO DATE	VARIANCE (BAD)	BALANCE TO YEAR END
<b>INCOME</b>					
RENTAL INCOME	6,627,692	4,970,769	5,720,737	749,968	906,955
FEDERAL SECTION 8 RENTS	3,446,892	2,585,169	2,298,409	(286,760)	1,148,483
MOBILITY FEE + FRAUD RECOVERY	25,500	19,125	19,816	691	5,684
INTEREST INCOME	15,670	11,753	17,150	5,398	(1,480)
ANTENNA / MISC INCOME	440,200	330,150	475,564	(35,337)	145,637
ADMINISTRATIVE FEE INCOME	2,118,216	1,588,662	1,597,758	(84,879)	670,433
CAPITAL FUND/GRANTS	615,099	461,324	595,299	133,975	19,800
DHCD RSC GRANT	40,000	30,000	60,000	30,000	(20,000)
DHCD SSP GRANT	70,000	52,500	-	(52,500)	70,000
FSS GRANT INCOME	-	-	-	-	-
OPERATING FUND SUBSIDY	5,861,657	4,094,937	3,848,684	-	349,654
<b>TOTAL INCOME</b>	<b>19,260,926</b>	<b>14,144,389</b>	<b>14,633,416</b>	<b>460,556</b>	<b>3,295,165</b>
<b>EXPENSES</b>					
<b>ADMINISTRATIVE</b>					
SALARIES	3,034,679	2,276,009	1,968,835	307,175	1,065,844
LEGAL	80,000	60,000	300	59,700	79,700
MEMBERS COMPENSATION	45,000	33,750	14,078	19,672	30,922
STAFF TRAINING	-	-	18,680	(18,680)	(18,680)
TRAVEL	32,504	24,378	3,166	21,212	29,338
ACCOUNTING + AUDIT FEE	79,600	59,700	47,053	12,647	32,547
SUNDRY ADMIN COSTS	815,606	611,705	587,157	(63,566)	140,336
SSP & RSC EXPENSES	110,000	82,500	83,099	(599)	26,901
<b>TENANT SERVICES</b>					
FSS COSTS	-	-	-	-	-
CONTRACT COSTS	47,500	35,625	5,900	29,725	41,600
<b>UTILITIES</b>					
WATER & SEWER	1,948,864	1,461,648	-	379,199	866,415
ELECTRIC	951,678	713,759	594,430	119,329	357,248
GAS	963,128	722,346	414,172	308,174	548,956
LABOR	-	-	-	-	-
ENERGY CONSERVATION	-	-	-	-	-
OTHER	-	-	-	-	-
<b>MAINTENANCE</b>					
LABOR	3,437,193	2,577,895	2,482,885	95,010	954,308
MATERIALS	950,257	712,693	605,223	107,470	345,034
CONTRACT COSTS	1,887,500	1,415,625	1,269,261	146,364	618,239
PUBLIC SAFETY DETAILS	-	-	9,998	(9,998)	(9,998)
<b>GENERAL EXPENSES</b>					
INSURANCE	731,188	548,391	388,718	159,673	342,470
P.I.L.O.T.	183,089	137,317	215,141	(77,824)	(32,052)
EMPLOYEE BENEFITS	2,743,628	2,057,721	1,930,707	127,014	812,921
COLLECTION LOSSES	36,000	27,000	-	27,000	36,000
MGMT FEES/INTEREST EXP / MOB FEE	291,242	218,432	313,416	(4,985)	67,826
INTEREST EXPENSE	-	-	-	-	-
<b>NONROUTINE EXPENSES</b>					
COVID 19 EXPENSE	-	-	-	-	-
EXTRAORDINARY NOT CAPITAL	471,800	353,850	182,830	171,020	288,970
EQUIPMENT NOT CAPITAL	163,700	122,775	68,190	54,585	95,510
EQUIPMENT CAPITALIZED	147,045	110,284	69,095	41,189	77,951
BETTERMENTS CAPITALIZED	1,034,480	775,860	408,590	367,270	625,890
OPERATING TRANSFER OUT	-	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>20,185,681</b>	<b>15,139,261</b>	<b>11,680,923</b>	<b>2,377,776</b>	
<b>SURPLUS (DEFICIT)</b>	<b>(924,755)</b>		<b>2,952,494</b>	<b>(1,917,220)</b>	
<b>SUBSIDY ESTIMATE</b>					
<b>NET SURPLUS (DEFICIT) *</b>	<b>(924,755)</b>		<b>2,952,494</b>	<b>(1,917,220)</b>	

\* Please note that the subsidy has not been all earned at this time; as a consequence the surplus (deficit) may be over(under) stated at this time

**Somerville Housing Authority  
Certificate of Deposit (CD) Information**

<u>Bank Name</u>	<u>Contact</u>	<u>Date Opened</u>	<u>Date Expired</u>	<u>Account #</u>	<u>Amount</u>	<u>Terms</u>	<u>Program</u>	<u>Interest Rate</u>	
Eastern Bank	Krystal Koch	5/2/2022	5/2/2023	10225281	\$ 100,066.05	1 yr	667-4	0.50%	<i>base of \$100K plus interest earned</i>
Winter Hill Bank	Peter Majane	10/1/2022	6/1/2023	220004618	\$ 100,000.00	9 mths	400-C	2.00%	<i>base of \$100K plus interest earned</i>
Naveo Credit Union	Charlene Malcolm/ Rui Doninges	3/25/2022	4/2/2023	622802115	\$ 104,558.84	14 mths	AMP 2	0.35%	<i>base of \$100K plus interest earned</i>
Middlesex Federal Savings	Taneisha Capita	7/8/2022	7/8/2023	98415336	\$ 110,442.31	1 yr	AMP 1	0.40%	<i>base of \$100K plus interest earned</i>
Middlesex Federal Savings	Taneisha Capita	3/28/2022	3/28/2023	98517108	\$ 112,330.74	1 yr	689-2	0.45%	<i>base of \$100K plus interest earned</i>
Eastern Bank	Krystal Koch	6/30/2022	6/30/2023	10226442	\$ 100,050.70	1 yr	667-4	0.10%	<i>base of \$100K plus interest earned</i>
Winter Hill Bank	Peter Majane	5/14/2022	5/14/2023	220004758	\$ 100,000.00	1 yr	667-4	0.50%	<i>base of \$100K plus interest earned</i>

**\*\*The banking subcommittee consists of: J.Macaluso, R.Bonney, and L. Ferrara\*\***

## OVERTIME REPORT

### Administrative Department

MONTH	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
JANUARY	19.00	14.00	15.50	13.50	5.00	16.50	16.50	82.00	10.50	147.00	32.00	43.00	18.00
FEBRUARY	9.50	15.50	8.50	10.00	0.00	10.00	21.50	56.50	16.50	111.50	28.00	35.00	0.00
MARCH	20.00	33.50	18.00	9.00	11.00	18.00	61.45	55.50	19.50	49.50	0.00	5.00	0.00
APRIL	47.00	23.50	19.60	58.00	13.00	14.00	16.25	24.50	23.50	0.00	0.00	10.34	0.00
MAY	37.00	20.00	15.00	22.00	20.25	18.00	23.00	38.50	34.83	0.00	23.00	26.50	0.00
JUNE	21.50	18.50	13.00	24.00	18.00	13.50	38.50	12.00	23.33	0.00	77.00	14.50	0.00
JULY	12.50	12.00	7.00	7.50	16.50	41.50	49.00	7.00	57.25	0.00	131.75	31.00	0.00
AUGUST	29.00	14.50	19.50	15.00	11.00	45.00	11.50	15.00	114.42	3.00	36.75	33.50	0.00
SEPTEMBER	20.00	35.50	18.00	37.25	15.00	56.00	10.50	12.50	38.00	0.00	25.25	20.83	0.00
OCTOBER	22.00	13.50	15.00	22.50	15.50	43.50	57.00	13.00	61.00	25.00	35.00	18.08	0.00
NOVEMBER	28.50	11.00	18.50	10.00	14.00	24.50	71.00	10.50	114.00	110.50	45.00	33.50	0.00
DECEMBER	28.00	17.50	25.00	7.00	14.25	15.50	98.50	19.50	120.50	36.00	39.46	44.50	0.00
<b>Total Average</b>	<b>24.50</b>	<b>19.08</b>	<b>16.05</b>	<b>19.65</b>	<b>12.79</b>	<b>26.33</b>	<b>41.65</b>	<b>28.88</b>	<b>52.78</b>	<b>40.21</b>	<b>39.43</b>	<b>26.31</b>	<b>1.50</b>

### Maintenance Department

MONTH	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
JANUARY	555.00	147.50	274.50	813.00	412.00	312.50	354.50	664.59	174.00	363.00	340.00	378.50	426.50
FEBRUARY	290.50	215.50	1077.00	590.00	1,616.50	341.75	469.25	235.50	765.00	304.25	1454.50	2181.00	0.00
MARCH	253.00	129.00	305.50	165.00	306.00	220.00	333.50	476.00	625.00	569.75	511.00	1205.00	0.00
APRIL	136.00	98.00	92.00	78.00	144.50	467.50	240.50	183.50	228.50	580.00	390.25	1356.00	0.00
MAY	137.00	80.00	118.00	537.00	156.00	252.75	304.25	119.00	153.00	1023.00	186.00	1010.00	0.00
JUNE	128.50	122.00	111.00	353.25	142.25	91.50	261.75	348.50	237.00	729.00	218.00	1266.50	0.00
JULY	123.00	131.50	105.00	286.75	343.25	192.00	497.00	127.50	645.50	291.50	215.50	365.50	0.00
AUGUST	242.00	139.50	111.00	161.00	138.50	141.00	215.00	175.00	672.50	128.00	196.00	1724.25	0.00
SEPTEMBER	368.00	95.50	92.00	114.00	112.50	145.00	137.50	107.00	177.50	145.00	621.50	809.50	0.00
OCTOBER	119.00	97.00	120.50	132.00	127.50	128.85	213.25	141.00	153.50	217.50	1573.00	161.00	0.00
NOVEMBER	117.50	205.00	147.00	122.00	109.00	145.00	152.00	225.17	261.50	292.00	160.50	148.00	0.00
DECEMBER	131.00	97.00	325.00	206.50	131.00	310.25	362.25	111.50	548.00	762.00	715.00	857.50	0.00
<b>Total Average</b>	<b>216.71</b>	<b>129.79</b>	<b>239.88</b>	<b>296.54</b>	<b>311.58</b>	<b>229.01</b>	<b>295.06</b>	<b>242.86</b>	<b>386.75</b>	<b>450.42</b>	<b>548.44</b>	<b>955.23</b>	<b>35.54</b>

### Public Safety Department

MONTH	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
JANUARY	108.33	98.00	82.00	165.00	132.00	100.00	105.00	84.00	76.00	92.00	210.00	85.00	94.17
FEBRUARY	83.00	76.00	167.00	108.00	207.00	103.00	21.50	47.00	129.00	93.00	248.50	58.33	0.00
MARCH	112.00	160.00	120.00	125.00	106.00	48.00	100.00	97.00	92.00	50.00	192.00	130.33	0.00
APRIL	60.00	116.00	136.00	85.00	84.00	92.00	64.00	68.00	69.00	103.00	224.50	100.50	0.00
MAY	105.00	100.00	74.00	89.00	114.00	92.00	64.00	40.00	67.00	194.00	60.00	42.25	0.00
JUNE	123.00	157.00	113.50	92.00	104.00	82.00	111.00	107.00	68.00	157.00	124.50	32.50	0.00
JULY	110.00	121.00	94.33	65.33	80.00	89.00	40.00	48.00	71.00	203.00	123.83	65.00	0.00
AUGUST	62.00	74.00	125.00	65.00	45.00	76.00	81.00	58.00	76.00	167.50	102.00	76.50	0.00
SEPTEMBER	105.00	122.00	65.00	72.00	96.00	89.00	44.00	48.00	34.00	165.00	82.00	90.00	0.00
OCTOBER	81.00	89.00	126.00	100.00	112.50	114.00	86.00	56.00	95.00	178.50	136.00	67.50	0.00
NOVEMBER	128.33	110.99	114.00	96.00	75.00	73.00	92.00	92.00	78.00	127.00	114.75	44.00	0.00
DECEMBER	111.33	78.00	86.00	68.00	78.00	130.00	44.00	67.00	45.00	211.00	185.50	62.00	0.00
<b>Total Average</b>	<b>99.08</b>	<b>108.50</b>	<b>108.57</b>	<b>94.19</b>	<b>102.79</b>	<b>90.67</b>	<b>71.04</b>	<b>67.67</b>	<b>75.00</b>	<b>145.08</b>	<b>150.30</b>	<b>71.16</b>	<b>7.85</b>

OVERTIME PAID / COMP. TIME EARNED: JANUARY 2023

PR DISC	EMPLOYEE	HOURS	COMP TIME	REASON
<b>MAINTENANCE</b>				
01/06/2023	WATSON, C	12/31/2022-01/01/2023	10.00	CONTRACTUAL 10 HOURS
	WATSON, C	12/31/2022-01/01/2023	6.00	REMOVED TRASH ON SATURDAY & SUNDAY
	WATSON, C	12/31/2022	3.00	FLOOD AT 40 RIVER RD., #4005
	WATSON, C	12/31/2022	2.00	REPLACED SMOKE DETECTOR AT BRADY TOWER #100
	WATSON, C	12/31/2022	2.00	REPLACED SMOKE DETECTOR AT BRADY TOWER #906
	BLANC, R	12/29/2022	2.00	STAFF MEETING AT CLARENDON HILL
	FERREIRA, J	12/26/2022	7.00	HOLIDAY COVEARGE
	FOSTER, M	12/26/2022	4.00	TRASH REMOVAL AT MYSTIC RIVER
	FRANCOIS, L	12/26/2022	5.00	TRASH REMOVAL AT MYSTIC RIVER
	MECHDOUD, F	12/26/2022	4.00	TRASH REMOVAL AT MYSTIC RIVER
	MELAGRANO, P	12/26/2022	4.00	TRASH REMOVAL AT MYSTIC RIVER
	O'MEARA, M	12/26/2022	5.00	LEAK AT WESTON MANOR
	O'MEARA, M	12/28/2022	3.00	TOILET REPAIR AT BRADY TOWER #407
01/13/2023	MACDONALD, G	01/07/2023-01/08/2023	10.00	CONTRACTUAL 10 HOURS
	MACDONALD, G	01/07/2023-01/08/2023	6.00	REMOVED TRASH ON SATURDAY & SUNDAY
	MACDONALD, G	01/08/2023	2.00	REPLACED BATTERY FOR SMOKE DETECTOR AT 10 CANAL LN #1011
	MACDONALD, G	01/07/2023	2.00	UNLOCK DOORS FOR MAYOR'S VISIT AT CLARENDON HILL
	FERREIRA, J	12/26/2022	2.00	TOILET REPAIR AT 5 CANAL LANE #501
	FERREIRA, J	12/26/2022	2.00	ELEVATOR DOWN AT 15 WESTON MANOR
	FERREIRA, J	12/26/2022	2.00	CHECK HEAT AT 30 RIVER RD., #3011
	FERREIRA, J	12/26/2022	2.00	NO HEAT AT BRYANT MANOR #226
	MULLIN, P	01/01/2023	3.00	CHECK HEAT AT 66 SYCAMORE ST.
	RIBERIO, R	01/07/2023	3.00	CHECK LIGHT AT CLARENDON HILL
	WATSON, C	01/02/2023	7.00	HOLIDAY COVEARGE
	WATSON, C	01/02/2023	2.00	NO HOT WATER AT 510 MYSTIC AVE., #31A
	WATSON, C	01/02/2023	2.00	KITCHEN OUTLET REPAIR AT 40 MEMORIAL RD., #21A
	WATSON, C	01/02/2023	2.00	NO HOT WATER AT 500 MYSTIC AVE., #36B
	WATSON, C	01/02/2023	2.00	TOILET REPAIR AT 40 RIVER RD., #4005
	WATSON, C	01/02/2023	2.00	LEAK IN BATHROOM AT 278 POWDER HSE BLVD #14B
01/20/2023	FERREIRA, J	12/10/2022-12/11/2022	10.00	CONTRACTUAL 10 HOURS
	FERREIRA, J	12/10/2022-12/11/2022	6.00	REMOVED TRASH ON SATURDAY & SUNDAY
	FERREIRA, J	12/09/2022	2.00	UNLOCK/RELOCK FOR HALLWAY DOORS FOR MAYOR'S OFFICE AT MYSTIC RIVER
	FERREIRA, J	12/09/2022	2.00	STAFF MEETING AT CLARENDON HILL
	FERREIRA, J	12/11/2022	2.00	TRASH CHUTE BACKED UP AT HIGHLAND GARDENS
	FERREIRA, J	12/11/2022	2.00	REPLACED BATTERIES OF CO/SMK DETECTOR AT 32JAQUES ST. #101
	FERREIRA, J	12/11/2022	2.00	CHECK HEAT AT 153 ALEWIFE BRK PKWY #22A
	FERREIRA, J	12/11/2022	2.00	NO HOT WATER AT 40 MEMORIAL RD., #17C
	O'MEARA, M	12/07/2022	4.00	CHECK HEAT AT BRADY TOWER
	O'MEARA, M	12/09/2022	2.00	CHECK HEAT AT BRADY TOWER
	O'MEARA, M	12/04/2022	3.00	NO HOT WATER OR HEAT AT 40 & 50 MEMORIAL RD.
	O'MEARA, M	12/06/2022	3.00	REPAIRED TOILET AT CIAMPA MANOR'S MAN'S ROOM
01/20/2023	SHINER, J	01/14/2023-01/15/2023	10.00	CONTRACTUAL 10 HOURS
	SHINER, J	01/14/2023-01/15/2023	6.00	REMOVED TRASH ON SATURDAY & SUNDAY
	SHINER, J	01/15/2023	2.00	WELLNESS CHECK AT CAPEN COURT 218
	SHINER, J	01/15/2023	2.00	NO HEAT AT 20 MEMORIAL RD. #21A
	SHINER, J	01/15/2023	4.00	NO HEAT AT 20 MEMORIAL RD. #13A & 25B
	DINKA, A	01/12/2023	6.00	FIRE ALARM PANEL AT CLARENDON HILL
	DINKA, A	01/14/2023	6.00	FIRE ALARM PANEL AT CLARENDON HILL
	KEBREAU, S	01/13/2023	7.00	FIRE ALARM PANEL AT CLARENDON HILL
	KEBREAU, S	01/12/2023	2.00	STAFF MEETING AT CLARENDON HILL
	MCWATERS, K	01/11/2023	6.00	FIRE ALARM PANEL AT CLARENDON HILL
	MACDONALD, G	01/07/2023	2.00	TOILET REPAIR AT 20 CANAL LN #2006
	RIBERIO, R	01/08/2023	3.00	NO HEAT OR HOT WATER AT CAPEN COURT
	SHINER, J	12/12/2022	2.00	SNOW REMOVAL AT MYSTIC RIVER
	WATSON, C	12/12/2022	2.00	SNOW REMOVAL AT MYSTIC RIVER
01/27/2023	BLANC, R	01/21/2023-01/22/2023	10.00	CONTRACTUAL 10 HOURS
	BLANC, R	01/21/2023-01/22/2024	6.00	REMOVED TRASH ON SATURDAY & SUNDAY
	BLANC, R	01/21/2023	2.00	UNCLOGGED TOILET AT 50 MEMORIAL RD., #25B
	BLANC, R	01/22/2023	2.00	WATER LEAK IN BATHROOM AT 30 CANAL LN #3005
	BLANC, R	01/22/2023	3.00	UNCLOGGED TOILET AT BRADY TOWERS #800
	BLANC, R	01/22/2023	2.00	BATH LIGHT SPARKING AT CIAMPA MANOR #309
	BLANC, R	01/22/2023	2.00	TOILET NOT FLUSHING AT PROPERZI MANOR #904
	BLANC, R	01/22/2023	2.00	TOILET BACKED UP 24 NORTH ST. #34B
	BLANC, R	01/22/2023	2.00	UNCLOGGED TOILET AT BRADY TOWERS #905
	BLANC, R	01/21/2023	2.00	BLOOD CLEANED UP AT 268 POWDER HSE BLVD. #36C
	SHINER, J	01/16/2023	7.00	HOLIDAY COVERAGE
	SHINER, J	01/16/2023	2.00	WATER ON FLOOR AT PROPERIZ MANOR #411
	SHINER, J	01/16/2023	2.00	REPAIRED FRONT DOOR AT BRADYTOWER
	AGUILAR, B	01/16/2023 & 01/18/2023	7.00	SNOW REMOVAL AT 125 JAQUES ST.
	AVERY, P	01/16/2023	6.00	SNOW REMOVAL AT MYSTIC RIVER
	CAISSIE, S	01/16/2023	3.50	SNOW REMOVAL AT MYSTIC RIVER
	DELPE, J	01/16/2023	6.00	SNOW REMOVAL AT MYSTIC RIVER

OVERTIME PAID / COMP. TIME EARNED: JANUARY 2023

PR DISC	EMPLOYEE	HOURS	COMP TIME	REASON
	DIFRAIA, J	01/16/2023	6.00	SNOW REMOVAL AT MYSTIC RIVER
	DINKA, A	01/16/2023	6.00	SNOW REMOVAL AT MYSTIC RIVER
	FOSTER, M	01/16/2023	6.00	SNOW REMOVAL AT MYSTIC RIVER
	GEORGE, A	01/16/2023	6.00	SNOW REMOVAL AT MYSTIC VIEW
	HUGHTON, C	01/16/2023	6.00	SNOW REMOVAL AT MYSTIC VIEW
	KEENAN, T	01/16/2023	6.00	SNOW REMOVAL AT MYSTIC VIEW
	MACDONALD, G	01/16/2023	6.00	SNOW REMOVAL AT MYSTIC VIEW
	MACKAY, J	01/16/2023	6.00	SNOW REMOVAL AT MYSTIC VIEW
	MELAGRANO, P	01/16/2023	6.00	SNOW REMOVAL AT MYSTIC VIEW
	MULLIN, P	01/16/2023	6.00	SNOW REMOVAL AT MYSTIC VIEW
	O'MEARA, M	01/16/2023	6.00	SNOW REMOVAL AT MYSTIC VIEW
	RIBERIO, R	01/16/2023	6.00	SNOW REMOVAL AT MYSTIC VIEW
	SHINER, J	01/16/2023	6.00	SNOW REMOVAL AT MYSTIC VIEW
	WATSON, C	01/16/2023	6.00	SNOW REMOVAL AT MYSTIC VIEW
	DELLANNO JR, J	01/16/2023	6.00	SNOW REMOVAL AT BRYANT MANOR
	GAY, B	01/16/2023	6.00	SNOW REMOVAL AT BRYANT MANOR
	FRANCOIS, L	01/16/2023	6.00	SNOW REMOVAL AT PROPERZI MANOR
	HERNANDEZ, K	01/16/2023	6.00	SNOW REMOVAL AT CIAMPA MANOR
	KEBREAU, S	01/16/2023	6.00	SNOW REMOVAL AT WESTON MANOR
	MECHDOUD, F	01/16/2023	6.00	SNOW REMOVAL AT BRADY TOWERS
	BLANC, R	01/16/2023	9.00	SNOW REMOVAL AT CLARENDON HILL
	MCWATERS, K	01/16/2023	6.00	SNOW REMOVAL AT CLARENDON HILL
	MACKAY, J	01/15/2023	4.00	SALT/SAND ICY AREA AT MYSTIC VIEW
	O'MEARA, M	01/15/2023	4.00	SALT/SAND ICY AREA AT MYSTIC VIEW
	RIBERIO, M	01/16/2023	6.00	SNOW REMOVAL AT HIGHLAND GARDEN
	RIBERIO, R	01/16/2023	3.00	SNOW REMOVAL AT BRADY TOWERS

**Total Maintenance Dept. 426.50 0.00**

PUBLIC SAFETY

01/06/2023	BROWNE, S	12/26/2022	8.00	WORKED ON HOLIDAY
	BROWNE, S	12/27/2022	7.00	COVERED SHIFT
	BROWNE, S	12/28/2022	7.00	COVERED SHIFT
	BROWNE, S	12/29/2022	7.00	COVERED SHIFT
	BROWNE, S	12/30/2022	8.00	WORKED ON FLOATING HOLIDAY
	DE BETHENCOURT, M	12/30/2022	7.00	COVERED SHIFT
	DE BETHENCOURT, M	12/31/2022	8.00	EXTRA SHIFT
	DE BETHENCOURT, M	01/01/2023	2.67	REPORTING
01/13/2023	BROWNE, S	01/02/2023	8.00	WORKED ON HOLIDAY
	BROWNE, S	01/03/2023	7.00	COVERED SHIFT
	RYMILL, A	01/01/2023	0.50	STAYED LATE FINISH REPORT
01/20/2023	BROWNE, S	01/13/2023	8.00	EXTRA SHIFT
01/27/2023	BROWNE, S	01/16/2023	8.00	WORKED ON HOLIDAY
	DE BETHENCOURT, M	01/16/2023	8.00	WORKED ON HOLIDAY

**Total Public Safety 94.17 0.00**

ADMINISTRATION

01/06/2023	NO OVERTIME			
01/13/2023	ESCHMANN, E	01/07/2023	3.00	RECERT SECTION 8 FILES
	GALLAGHER, L	10/31/2022-11/02/2022	4.00	MYSTIC VIEW RECERT
01/20/2023	BONILLA CRUZ, B	01/09/2023	0.50	MEETING WITH ROB & DIANE
	GALLAGHER, L	01/09/2023	0.50	MEETING WITH ROB & DIANE
	ESCHMANN, E	01/14/2023	3.00	RECERT SECTION 8 FILES
01/27/2023	BAXTER, K	01/20/2023	1.50	WORKED SECTION 8 FILES DUE TO SHORT STAFFS
	ESCHMANN, E	01/20/2023	3.50	RECERT SECTION 8 FILES
	SANTANGELO, B	01/15/2023	2.00	ROBO CALL FOR SNOW

**Total Administration 18.00 0.00**



MANAGEMENT MONTHLY REPORT

Date: January 2023

TOTAL UNITS: **1358**

Vacancy Report

Development Name	Brady	Bryant	Ciampa	Clarendon Hill	Clarendon Hill Towers	Hagan	Highland	Jaques	Mystic River	Mystic View	Properzi	Scatter Site (Elderly)	Sycamore (Family)	Weston
Total Units	84	134	53	216	41	24	42	100	240	215	110	16	3	80
# of Service Providers/Offices	0	0	0	4	0	0	0	0	6	0	1	0	0	0
# of units Occupied by Residents	83	120	52	135	41	23	42	100	231	211	109	16	3	71
Total MOD Vacancies	0	7	0	81	0	0	0	0	0	0	0	0	0	9
Total Non-MOD Vacancies	1	7	1	0	0	1	0	0	3	4	0	0	0	0
Total Vacancies	1	14	1	81	0	1	0	0	3	4	0	0	0	9
<b>TOTAL *</b>	<b>84</b>	<b>134</b>	<b>53</b>	<b>216</b>	<b>41</b>	<b>24</b>	<b>42</b>	<b>100</b>	<b>240</b>	<b>215</b>	<b>110</b>	<b>16</b>	<b>3</b>	<b>80</b>
Vacancy Percentage	1%	10%	2%	38%	0%	4%	0%	0%	1%	2%	0%	0%	0%	11%

Statistic Report

Development	Brady	Bryant	Ciampa	Clarendon Hill	Clarendon Hill Towers	Hagan	Highland	Jaques	Mystic River	Mystic View	Properzi	Scatter Site (Elderly)	Sycamore (Family)	Weston
	84	134	53	216	0	24	42	100	240	215	110	16	3	80
<b>Occupied Units</b>	83	120	52	135	0	23	42	100	231	211	110		3	71
Caucasians	64	99	39	91	0	14	28	33	48	125	77		1	52
Minorities	19	52	13	109	0	14	14	65	183	161	39		2	19
<b>Minorities Breakdown</b>	<b>19</b>	<b>52</b>	<b>13</b>	<b>109</b>	<b>0</b>	<b>14</b>	<b>14</b>	<b>65</b>	<b>183</b>	<b>161</b>	<b>39</b>		<b>2</b>	<b>19</b>
African American	12	21	6	39	0	4	8	28	54	72	23		2	10
Asian	4	6	1	12	0	4	2	11	18	14	8		0	2
Hispanic	3	24	6	55	0	5	4	26	111	75	7		0	7
Native American	0	0	0	3	0	1	0	0	0	0	1		0	0
# of Veterans	4	2	8	3	0	0	2	3	9	0	10		0	13

Activity Report

	Brady	Bryant	Ciampa	Clarendon Hill	Clarendon Hill Towers	Hagan	Highland	Jaques	Mystic River	Mystic View	Properzi		Sycamore (Family)	Weston
Total Units	84	134	53	216	0	24	42	100	240	215	110		3	80
P.C. Rent	0	16	0	12	0	2	0	7	59	70	3		0	0
14Day NTQ	0	0	0	0	0	0	0	0	9	0	0		0	0
P.C.	0	0	0	0	0	0	0	0	0	0	0		0	0
Int. to Terminate	0	0	0	0	0	0	0	0	0	0	0		0	0
Grievance Hearing	0	0	0	0	0	0	0	0	0	0	0		0	0
30 Day NTQ	0	0	0	0	0	0	0	0	10	0	0		0	1
Annual Inspections	0	0	0	0	0	0	0	0	0	0	0		0	0
Other Inspections	9	0	0	0	0	0	0	0	0	0	0		0	0
Annual Recertifications	0	4	0	0	0	0	0	30	118	23	0		0	0
Interim Adjustment	2	1	6	7	0	1	1	3	15	18	6		0	2

<b>TOTAL PH UNITS</b> 1358	<b>Total Family</b>	<b>Total Elderly</b>	<b>State Family</b>	<b>State Elderly</b>	<b>Total Units (State)</b>	<b>Federal Family</b>	<b>Federal Elderly</b>	<b>Total Units (Federal)</b>	<b>Service Provider Units</b>	<b>Total Units Occupied</b>	<b>Total Vacancies</b>	<b>% Overall Vacancy</b>
	674	684	459	274	774	215	369	584	11	1259	49	4%

**SOMERVILLE HOUSING AUTHORITY**

April 1, 2022 - March 31, 2023

**TENANT SELECTION REPORT - February 2023**  
Public Housing and Section 8 Programs

APPLICATIONS PROCESSED	AVG. 6 Months	AVG. FY	Feb. 2022	Mar. 2022	Apr. 2022	May 2022	June 2022	July 2022	Aug. 2022	Sept. 2022	Oct. 2022	Nov. 2022	Dec. 2022	Jan. 2023	Somerville Residents Jan.
			Family - DHCD	18	19	11	7	17	28	18	12	21	17	27	20
Family HUD	61	47	36	25	26	26	29	21	27	71	104	83	40	42	11
Elderly- DHCD	8	8	7	7	7	6	9	6	6	8	9	9	7	9	6
Elderly - HUD	28	23	11	18	27	13	17	11	24	19	41	35	21	25	8
Hagan	7	7	7	7	7	6	9	4	10	5	9	6	7	7	5
Bryant	7	7	7	7	7	6	9	4	9	6	9	6	7	6	4
<b>Total Public Housing</b>	<b>130</b>	<b>110</b>	<b>79</b>	<b>71</b>	<b>91</b>	<b>31</b>	<b>44</b>	<b>25</b>	<b>97</b>	<b>126</b>	<b>199</b>	<b>159</b>	<b>97</b>	<b>99</b>	<b>23</b>
Section 8	15	14	10	12	10	11	17	16	12	15	37	4	12	10	7
SRO	3	3	2	2	2	3	1	1	1	4	7	3	4	0	0
DHAP	7	7	2	5	8	4	8	6	6	3	5	15	8	6	1
Walnut	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6
Linden Street	7	6	8	7	1	4	6	2	9	9	4	4	6	11	0
Merriam	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
North Charles	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Just At Start	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
YMCA	0	0	0	0	2	0	0	0	0	0	0	1	0	1	1
Mainstream	5	5	1	2	5	4	8	6	0	3	5	16	4	3	5
Waterworks	9	8	6	7	14	1	6	6	9	12	9	9	3	9	6
Capen Court	16	16	8	14	21	13	13	12	11	19	20	9	18	19	1
<b>Total Leased Housing</b>	<b>63</b>	<b>59</b>	<b>37</b>	<b>49</b>	<b>63</b>	<b>40</b>	<b>59</b>	<b>49</b>	<b>48</b>	<b>65</b>	<b>87</b>	<b>61</b>	<b>55</b>	<b>59</b>	<b>27</b>
<b>Total</b>	<b>192</b>	<b>169</b>	<b>116</b>	<b>120</b>	<b>154</b>	<b>71</b>	<b>103</b>	<b>74</b>	<b>145</b>	<b>191</b>	<b>286</b>	<b>220</b>	<b>152</b>	<b>158</b>	<b>50</b>

  

WAITING LISTS # OF APPLICANTS	AVG. 6 Months	AVG. FY	Feb. 2021	Mar. 2022	Apr. 2022	May 2022	June 2022	July 2022	Aug. 2022	Sept. 2022	Oct. 2022	Nov. 2022	Dec. 2022	Jan. 2023	Somerville Residents Jan.
			Family - DHCD	29727	27931	22987	23861	24635	24887	25355	26068	27091	27774	28440	29375
Family HUD	895	803	1483	914	636	656	675	690	739	784	869	957	989	1030	208
Elderly- DHCD	8836	8432	7473	7716	7907	7588	7818	7988	8256	8527	8723	8966	9171	9373	461
Elderly - HUD	582	678	2756	2558	1653	639	489	502	524	532	569	603	621	645	259
Hagan	1720	2271	3089	3087	3094	3098	3097	3103	3099	2007	1740	1696	1280	496	169
Bryant	1798	1947	2371	2174	2172	2173	2168	2168	2163	2167	2162	1509	1412	1376	238
<b>Total Public Housing</b>	<b>43558</b>	<b>42061</b>	<b>40159</b>	<b>40310</b>	<b>40097</b>	<b>39041</b>	<b>39602</b>	<b>0</b>	<b>0</b>	<b>41791</b>	<b>42503</b>	<b>43106</b>	<b>43569</b>	<b>48508</b>	<b>2459</b>
Section 8	1796	1717	1482	1534	1543	1592	1621	1640	1680	1752	1784	1824	1846	1887	1887
SRO	583	552	662	664	666	673	673	9	660	664	617	520	524	512	0
DHAP	817	733	797	797	791	797	804	35	815	820	729	839	847	854	53
Walnut	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Linden Street	1418	1300	1375	1381	1382	1398	1404	312	1411	1410	1414	1418	1415	1437	190
Merriman	1	0	0	0	0	0	0	0	0	0	0	1	1	1	0
North Charles	1	1	2	2	2	0	0	0	0	0	0	2	2	2	2
Just At Start	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0
YMCA	4	3	3	3	5	0	0	0	0	0	0	8	8	8	3
Mainstream	72	58	22	24	24	29	48	48	54	59	64	80	84	89	29
Waterworks	209	302	731	728	736	705	161	161	178	192	204	221	224	233	100
Capen Court	504	692	932	952	963	973	979	979	897	480	407	412	416	414	119
<b>Total Leased Housing</b>	<b>5404</b>	<b>5358</b>	<b>6006</b>	<b>6085</b>	<b>6112</b>	<b>6167</b>	<b>4069</b>	<b>3184</b>	<b>5695</b>	<b>5377</b>	<b>5219</b>	<b>5326</b>	<b>5367</b>	<b>5438</b>	<b>2383</b>
<b>Total</b>	<b>48962</b>	<b>47418</b>	<b>46165</b>	<b>46395</b>	<b>46209</b>	<b>45208</b>	<b>43671</b>	<b>3184</b>	<b>5695</b>	<b>47168</b>	<b>47722</b>	<b>48432</b>	<b>48936</b>	<b>53946</b>	<b>4842</b>



**WORK ORDERS ISSUED FOR:**

Jan-23

**REQUESTED BY MANAGEMENT: 316**

**REQUESTED BY TENANTS: 1316**

**TOTAL WORK ORDERS ISSUED: 1632**

DEV.	** **		****	ISSUED	TENANT	MANAGEMENT
	COMPL	ETED	INCOMPLETE			
031-1	383	102	36	419	318	101
031-9	207	101	7	214	166	48
200-1	156	67	8	164	142	22
200-2	274	88	33	307	251	56
667-1	2	2	0	2	1	1
667-2	101	36	41	142	124	18
667-3	69	29	6	75	59	16
667-4	145	28	19	164	136	28
667-6	65	39	4	69	60	9
400-C	10	5	0	10	6	4
689-2	43	29	6	49	41	8
689-3	0	0	0	0	0	0
705-1	15	8	2	17	12	5
<b>TOTAL</b>	<b>1470</b>	<b>534</b>	<b>162</b>	<b>1632</b>	<b>1316</b>	<b>316</b>

\*\*\*The number of work orders may be revised upon future submittal of completed work orders during the rep during the completing month

## Resident Services Report

January 2023

1. Total number of new referrals:	SBennett	GCordova	Total
Elderly	23	31	
Young Disabled	5	7	
Family	6	0	
Applicant	1	1	
Section 8 Assistance	2	0	
<b>Total referrals this month</b>	<b>37</b>	<b>38</b>	<b>75</b>

2. **Referral Sources:**

Residents/Applicants	49
Housing Managers	23
Director of Public Safety	0
Maintenance Department	0
Family Members	3

Service Needed	Number	Status (O) Ongoing	Status (C) Closed
Neighbor dispute/mediation needed	0	0	0
Health and safety threat	0	0	0
Housekeeping assistance	13	3	10
Benefit assistance	4	0	4
Substance abuse	0	0	0
Legal Aid Referral	1	1	0
Transportation problem	0	0	0
Domestic violence	0	0	0
Financial problems/Arrearage Assistance	19	15	4
Reasonable Accommodation	0	0	0
Peaceful enjoyment issue	0	0	0
Employment/vocational services	3	0	3
Mental health issues	1	1	0
Medical issues (including insurance)	2	0	2
Lease violation	0	0	0
Isolation problem	1	0	1
Nursing home placement/assisted living	0	0	0

### Resident Services Report

January 2023

Language assistance	3	0	3
Maintenance Concern Assistance	14	0	14
Other: Replacement Fob Assistance for Bryant Manor Residents	12	0	12
Housing Applicant Assistance/Referrals	2	0	2

### 3. Goals for next month:

Tenant Association Nomination Meeting Scheduling at Properzi Manor. Continuation of Bi-weekly Food for Free 35 lb. boxed grocery distribution at eight properties. Activities Survey mailing to Senior Building residents. Coffee Hour Scheduling with Tufts Health Plan for Senior Buildings. Intergenerational Event at Capen Court with the Mystic Learning Center Youth. Nutrition Program coordinated by Resident Services Staffer for Public Housing FSS/SSP-Miguelina Cabrera. Event will be at the Activity Center for Voucher Holders/Mystic/Clarendon and 32 & 125 Jacques Residents. Thinking about Homeownership Info Session led by Janine Lotti, Certified Homebuyer Counselor, and Section 8 FSS/Homebuyer Coordinator. Event will be at the Activity Center inviting voucher holders, and Mystic and Clarendon Residents.

Somerville Housing Authority  
Modernization Contract Log  
Active Jobs January 2023

SHA Job#	Development Description	Status	Funding Source	Contract Type	Budget Amount	Ad Date	General Bids date	Contract Award By Board Amount	Notice to Proceed	Date Substantial Complete	Contractor/A/E
1827	Bryant Kitchen and Baths (Force Account)	Construction	Bryant Reserves	Construction	\$500,000.00				N/A		SHA Modernization Department
1901	Bryant Manor Loading Dock Modernization	Construction	Bryant Reserves	Construction	\$100,000.00	1/26/2022	2/10/2022	\$156,311.00	4/4/2022	12/22/2022	One Source Construction
2017	Federal Elderly E-calls, Intercoms, and Smoke Detectors	Construction	Federal Cap Fund 2021	Design	\$900,000.00	3/26/2020	4/9/2020	\$29,358.00	N/A		Nangle Engineering Inc
2033	Capen Court HVAC Controls Upgrade	Design	Capen Ct Capital Fund	Design	\$19,775.00	6/16/2021	7/2/2021	\$19,775.00	N/A		CA Crowley Engineering, Inc.
2039	Mystic Water Works II	Design	Mystic Water Works II	Owner's Project Manager	\$286,483.00	12/17/2020	1/7/2021	\$286,483.00	N/A		Anser Advisory, LLC
2039	Mystic Water Works II	Design	Mystic Water Works II	Design	\$717,187.00	N/A	N/A	\$717,187.00	N/A		DiMella Shaffer Architects
2043 (2)	Electrical Service Contract 2	Construction	Force Account	Construction	\$49,000.00	10/20/2021	11/11/2021	\$45,000.00	N/A		Singh Electrical LLC
2043 (1)	Electrical Service Contract 1	Construction	Force Account	Construction	\$50,000.00	9/7/2022	9/22/2022	\$84.00 Per Hour	N/A		Adilson Electric
2044	Plumbing Service Contract	Construction	Force Account	Construction	\$50,000.00	9/7/2022	9/22/2022	\$120.00 Per Hour	N/A		Byors and Sons Mechanical LLC
2110	Countertop Replacements	Construction	Bryant Reserves/Operations	Construction	\$50,000.00	11/10/2021	11/24/2021	\$50,000.00	N/A		Bill Shea's Countertops
2206	Federal Elderly Tub Reno	Construction	Federal Elderly Bldgs	Construction	\$25,000.00	6/15/2022	6/29/2022	NTE \$ 25,000	7/18/2022		Miracle Method
1827	Bryant Kitchen and Baths (Force Account)	Construction	Bryant Reserves	Construction	\$33,000.00	9/7/2022	9/22/2022	\$33,000.00	N/A		New England School Services
1827	Bryant Kitchen and Baths (Force Account)	Construction	Bryant Reserves	Construction	\$37,310.00	9/7/2022	9/22/2022	\$37,310.00	N/A		Northern Contracting
2204	Brady Electrical Work	Construction	Federal Cap Fund 2021	Construction	\$497,000.00	3/23/2022	4/7/2022	\$497,000.00	6/13/2022		Megco Electric
2203	Mystic Rivers Roofs Phase 5	Pre-Construction	State Cap Fund 2021	Construction	\$335,000.00	9/7/2022	9/22/2022	\$359,225.00			Corolla Roofing
2211	Bryant Manor Panel Board Replacement	Design	Bryant Reserve	Design	?	N/A	?	\$15,848.00			Nangle Engineering Inc
2201	Mystic View Roof Replacement 2	Pre-Construction	Federal Cap Fund 2021	Construction	\$200,000.00	11/16/2022	12/1/2022	\$193,000.00			WPI Construction LLC
2211	Mystic View Roof Replacement 2	Pre-Construction	Federal Cap Fund 2021	Design	\$200,000.00	N/A	N/A	\$16,950.00			EHA Design
2038	Mystic River Bumpout Repairs	Pre-Construction	State Cap Fund 2021	Construction	\$230,000.00	9/21/2022	10/13/2022	\$220,690.00			Edward Paige Corp
2038	Mystic River Bumpout Repairs	Pre-Construction	State Cap Fund 2021	Design	\$230,000.00	N/A	N/A	N/A			Socotec
2203	Mystic Rivers Roofs Phase 5	Pre-Construction	State Cap Fund 2021	Design	\$335,000.00	N/A	N/A	\$32,800.00			Socotec



**Somerville Housing Authority**  
**Rooftop Antenna Leases**

As of 1/1/23

Development	Tenant/Job No. Contract No.	Execution Date	Commence Date	Annual Rent / Annual Increase	5 YR Term	Expiration Date	Status
Brady Towers AMP-2	City of Somerville	N/A	N/A	None	N/A	N/A	Ongoing
Weston Manor AMP-2	City of Somerville	N/A	N/A	None	N/A	N/A	On-going
Weston Manor AMP-2	Sprint #9815	12/14/1998	12/20/1998	\$ 55,426.36/ 3% \$ 4,618.46/ mo	Fourth of five	12/19/2023	On-going (W-4 Amendments)
Highland Gardens AMP-2	Sprint #9814	12/14/1998	12/20/1998	\$50501.93/ 3% \$4,208.49/mo	Fourth of five	12/19/2023	On-going (W- 4 Amendments)
Brady Towers AMP-2	AT&T #2005	5/05/2000	5/08/2000 Amend #1-1/1/06	\$43,591.33/ 3% \$3,632.61/mo	Third of six	12/31/2025	On-Going (W-Third Amendment)
Brady Towers AMP-2	T-Mobile #1523	12/01/2015	12/01/2015	*** \$ 46,304.68/ 3% \$3,858.72/mo	First of four	11/30/2025	On-Going (W-First Amendment) + \$ 300/mo as of 1/01/17
Ciampa Manor AMP-2	AT&T #0104	6/05/2002	6/05/2002 Amend #1-1/1/06	\$ 23,509.65 /1.5% \$ 1958.18/mo	Third of six	12/31/2025	On-Going (W-First Amendment)
Weston Manor AMP-2	T-Mobile #0408	12/21/2004	2/19/2005	\$40,343 / 3.5% \$3361.92/mo	second term ** 5 year	2/18/2025	On-Going (W-First Amendment)
Brady Towers AMP-2	Starry	5/21/19	6/1/19	\$ 18,000.00/yr \$ 1500.00/mo	First term 5 Year	6/1/24	Ongoing
Ciampa Manor AMP-2	Metro PCS #0804	7/29/2008	10/01/2008	\$42,070.63/ 3.5% \$ 3505.89	10 Year * Term	9/30/2025	Ongoing (W-Amendment No. 1)
Bryant Manor 667-4	T-Mobile USA #1012	6/28/2010	4/16/2011	\$ 45,716.67/ 4% \$ 3,809.72	10 Year ** Term	4/15/2021	Ongoing (Construction delayed)
Weston Manor AMP-2	Verizon #1314	4/21/2014	11/01/2014	\$ 40,033.01/ 3% \$3336.09/mo	5 Year** Term	10/31/2024	Ongoing
Ciampa Manor AMP-2	Dish Wireless BOBOS00979A	10/29/2022	10/29/2022	\$33,500.00/ 3% \$2,800/mo	5 Year* Term	5/29/2027	Ongoing
Weston Manor AMP-2	Dish Wireless BOBOS009BOA	10/29/2022	10/29/2022	\$33,500.00/ 3% \$2,800/mo	5 Year Term	5/29/2027	Ongoing

**SHA Job #1419 Shot Spotter Antennas**

\* Plus 4 Add'l 5-Year Terms  
\*\* Plus 2 Add'l 5-Year Terms.

**Gunshot Locater System July 11, 2014 on:**

AMP-2 Brady Towers  
AMP-2 Properzi Manor  
667-4 Bryant Manor  
200-2 Mystic River – 35C Memorial Rd

# Interoffice MEMORANDUM

**To:** Joseph Macaluso  
Executive Director

**From:** Brian Langton  
Director of Modernization

**Subject:** Report on Activities

**Date:** February 1, 2023

**Antenna Report:**

No new Antenna Installations have been executed.

**Energy report:**

No new energy improvements have been since January 2023.