

EXECUTIVE DIRECTORS MONTHLY REPORT

TO: Board of Commissioners

FROM: Joseph R. Macaluso, Executive Director

DATE: September 28, 2023

**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	5/2/2023	5/2/2024	10225281	\$ 100,115.68	1 yr	667-4	0.50%	<i>base of \$100K plus interest earned</i>
Winter Hill Bank	Peter Majane	7/1/2023	4/1/2024	220004618	\$ 100,000.00	9 mths	400-C	4.27%	<i>base of \$100K plus interest earned</i>
East Cambridge Savings Bank	Charlene Malcolm/ Rui Doninges	4/8/2023	8/7/2024	200815217	\$ 100,000.00	16 mths	AMP 2	0.35%	<i>base of \$100K plus interest earned</i>
Middlesex Federal Savings	Taneisha Capita	7/8/2023	7/8/2024	98415336	\$ 110,839.96	1 yr	AMP 1	4.25%	<i>base of \$100K plus interest earned</i>
Winter Hill Bank	Peter Majane	3/28/2023	2/23/2024	220012132	\$ 100,114.65	1 yr	689-2	4.75%	<i>base of \$100K plus interest earned</i>
Eastern Bank	Krystal Koch	6/30/2023	6/30/2024	10226442	\$ 100,100.32	1 yr	667-4	0.10%	<i>base of \$100K plus interest earned</i>
TD Bank	Lynn Baxter	7/25/2023	4/25/2024	3276280000	\$ 100,000.00	9 mths	667-4	5.60%	<i>base of \$100K plus interest earned</i>

****The banking subcommittee consists of: J.Macaluso, J. Capuano, and E. Rances****

**SOMERVILLE HOUSING AUTHORITY
AGENCY SUMMARY COMPARATIVES
PERIOD APRIL 1, 2023 TO JULY 31, 2023**

BUDGET LINE ITEMS	TOTAL BUDGET	BUDGET TO DATE	ACTUAL TO DATE	VARIANCE (BAD)	BALANCE TO YEAR END
INCOME					
RENTAL INCOME	7,849,231	2,616,410	2,747,703	131,293	5,101,528
FEDERAL SECTION 8 RENTS	3,376,548	1,125,516	1,091,569	(33,947)	2,284,979
MOBILITY FEE + FRAUD RECOVERY	26,000	8,667	9,464	798	16,536
INTEREST INCOME	24,270	8,090	15,325	7,235	8,945
ANTENNA / MISC INCOME	545,469	181,823	262,415	(408)	366,054
ADMINISTRATIVE FEE INCOME	1,820,798	606,933	632,052	25,119	1,188,746
CAPITAL FUND/GRANTS	442,926	147,259	212,761	65,503	230,165
DHCD RSC GRANT	40,000	13,333	-	(13,333)	40,000
DHCD SSP GRANT	70,000	23,333	-	(23,333)	70,000
FSS GRANT INCOME	-	-	-	-	-
OPERATING FUND SUBSIDY	6,205,062	1,932,811	1,843,305	-	1,653,819
TOTAL INCOME	20,400,304	6,664,175	6,814,594	158,925	10,960,772
EXPENSES					
ADMINISTRATIVE					
SALARIES	3,193,277	1,046,300	908,407	137,893	2,284,870
LEGAL	112,580	37,527	23,181	14,346	89,399
MEMBERS COMPENSATION	51,000	17,000	10,968	6,032	40,032
STAFF TRAINING	-	-	2,349	(2,349)	(2,349)
TRAVEL	38,000	12,667	10,027	2,640	27,973
ACCOUNTING + AUDIT FEE	81,640	27,213	11,700	15,513	69,940
SUNDRY ADMIN COSTS	1,102,400	367,467	295,675	71,792	806,725
SSP & RSC EXPENSES	110,000	36,667	15,554	21,112	94,446
TENANT SERVICES					
FSS COSTS	-	-	-	-	-
CONTRACT COSTS	150,500	50,167	2,904	47,263	147,596
UTILITIES					
WATER & SEWER	2,044,450	681,483	-	206,954	1,569,921
ELECTRIC	1,085,394	361,798	190,082	171,716	895,312
GAS	1,056,319	352,106	153,509	198,597	902,810
LABOR	-	-	-	-	-
ENERGY CONSERVATION	-	-	-	-	-
OTHER	-	-	-	-	-
MAINTENANCE					
LABOR	3,643,393	1,191,109	1,150,272	40,837	2,493,121
MATERIALS	1,064,117	354,706	217,739	136,967	846,378
CONTRACT COSTS	2,258,100	752,700	570,599	182,101	1,687,501
PUBLIC SAFETY DETAILS	-	-	2,400	(2,400)	(2,400)
GENERAL EXPENSES					
INSURANCE	775,768	258,589	203,158	55,431	572,610
P.I.L.O.T.	141,397	47,132	115,502	(68,370)	25,895
EMPLOYEE BENEFITS	2,846,500	948,833	766,220	182,613	2,080,280
COLLECTION LOSSES	30,500	10,167	-	10,167	30,500
MGMT FEES/INTEREST EXP / MOB FEE	251,799	82,319	66,400	55,919	225,399
INTEREST EXPENSE	-	-	-	-	-
NONROUTINE EXPENSES					
COVID 19 EXPENSE	-	-	-	-	-
EXTRAORDINARY NOT CAPITAL	537,000	179,000	22,591	156,409	514,409
EQUIPMENT NOT CAPITAL	183,500	61,167	38,646	22,520	144,854
EQUIPMENT CAPITALIZED	180,000	60,000	39,957	20,043	140,043
BETTERMENTS CAPITALIZED	1,478,000	492,667	5,999	486,667	1,472,001
OPERATING TRANSFER OUT	-	-	-	-	-
TOTAL EXPENSES	22,415,634	7,428,783	4,823,839	2,170,415	
SURPLUS (DEFICIT)	(2,015,330)		1,990,755	(2,011,490)	
SUBSIDY ESTIMATE					
NET SURPLUS (DEFICIT) *	(2,015,330)		1,990,755	(2,011,490)	

* 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 ti

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	40.00
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	21.00
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	8.00
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	5.00
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	40.00
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	59.50
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
Total Average	24.50	19.08	16.05	19.65	12.79	26.33	39.56	28.88	52.78	40.21	39.43	26.31	15.96

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	1616.50	341.75	469.25	235.50	765.00	304.25	1454.50	2181.00	475.00
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	659.50
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	1031.00
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	1204.50
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	515.00
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	133.00
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	124.00
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
Total Average	216.71	129.79	239.88	296.54	311.58	229.01	295.06	242.86	386.75	450.42	548.44	955.23	380.71

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	139.00
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	61.00
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	62.50
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	35.50
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	47.25
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	47.00
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	61.17
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
Total Average	99.08	108.50	108.57	94.19	102.79	90.67	71.04	67.67	75.00	145.08	150.30	71.16	45.63

OVERTIME PAID / COMP. TIME EARNED: AUGUST 2023

PR DISC	EMPLOYEE	HOURS	COMP TIME	REASON
MAINTENANCE				
08/04/2023	MCCARTHY, S	07/29/2023-07/30/2023	16.00	ON CALL
	MCCARTHY, S	07/30/2023	2.00	PLUMBING SERVICE AT 500 MYSTIC AVE., #24B
	MCCARTHY, S	03/26/2023	2.00	SPRINKLER PUMP SYSTEM WENT OFF AT HIGHLAND GARDEN
	MCCARTHY, S	03/26/2023	3.00	BATHROOM CEILING LEAKED AT 34 NORTH ST., #16C
	MCCARTHY, S	03/26/2023	2.00	BATH SINK FAUCET LEAKED HOT WATER AT 24 NORTH ST., 14B
	MCCARTHY, S	07/30/2023	2.00	UNCLOGGED TOILET AT WESTON MANOR #207
	MCWATTER, K	07/26/2023	3.50	200-1 CONSTRUCTION MEETING
	DIFRAIA, J	07/25/2023	2.00	REPLACED FLOOR TILES AT 10 RIVER RD., #1003
	HOUGHTON, C	07/25/2023	2.00	REPLACED FLOOR TILES AT 10 RIVER RD., #1003
	MULLIN, P	07/25/2023	1.00	REPLACED FLOOR TILES AT 10 RIVER RD., #1003
	O'MEARA, M	07/25/2023	2.00	REPLACED FLOOR TILES AT 10 RIVER RD., #1003
08/11/2023	CAISSIE, S	08/05/2023-08/06/2023	16.00	ON CALL
	CAISSIE, S	08/06/2023	2.00	LIGHT HANGING FROM CEILING AT 35 MEMORIAL RD., #25B
	CAISSIE, S	08/06/2023	2.00	BATH SINK REPAIR AT 32 JACQUES ST., #5B
	CAISSIE, S	08/06/2023	2.00	REPLACED ELECTRIC STOVE AT 34 NORTH ST., #28C
	HOUGHTON, M	08/03/2023	6.00	REPLACED FLOOR TILES AT CIAMPA MANOR #507
	DELLANO JR., J	08/04/2023	3.50	MYSTIC RIVER MEETING
	DINKA, A	08/04/2023	3.50	MYSTIC RIVER MEETING
	HOUGHTON, C	08/04/2023	3.50	MYSTIC RIVER MEETING
08/18/2023	BLANC, r	08/12/2023-08/13/20023	16.00	ON CALL
08/25/2023	DELLANNO, J JR	08/19/2023-08/20/2023	16.00	ON CALL
	DELLANNO, J JR	08/16/2023	8.00	COVERED NIGHT SHIFT
	DELLANNO, J JR	08/17/2023	8.00	COVERED NIGHT SHIFT
Total Maintenance Dept.			124.00	-
PUBLIC SAFETY				
08/04/2023	BROWNE, S	07/29/2023	8.00	EXTRA SHIFT COVERAGE
	DeBethencourt, M	07/27/2023	8.25	FIRE ALARM WITH SMOKE AT 24 NORTH ST.
	RYMILL III, A	07/24/2023	0.42	LATE CALL
	RYMILL III, A	07/30/2023	3.00	LATE CALL
08/11/2023	BROWNE, S	07/31/2023	7.00	DAN EXTRA SHIFT COVERAGE
	BROWNE, S	08/03/2023	7.00	DAN EXTRA SHIFT COVERAGE
	DeBethencourt, M	08/01/2023	7.00	DAN EXTRA SHIFT COVERAGE
	RYMILL III, A	08/02/2023	7.00	DAN EXTRA SHIFT COVERAGE
	RYMILL III, A	08/04/2023	7.00	DAN EXTRA SHIFT COVERAGE
08/18/2023	BROWNE, S	08/10/2023	2.00	COIN PICKUP
	RYMILL III, A	08/11/2023	0.50	LATE CALL
08/25/2023	BROWNE, S	08/15/2023	2.00	ASSISTED WITH SEVERAL INVESTIGATIONS
	BROWNE, S	08/17/2023	2.00	COIN COLLECTION
Total Public Safety			61.17	0.00
ADMINISTRATION				
08/04/2023	CARROLL, N	07/25/2023-07/29/2023	12.00	WORKED FEDERAL FAMILY FILES
	CROWELY, L	07/26/2023	1.00	PROCESSED SECT 8 ADJUSTMENTS FOR MONTH END
	ESCHMAN, E	07/26/2023-07/27/2023	3.00	FEDERAL PUBLIC HOUSING FORMS
	SANTANA, R	07/28/2023-07/29/2023	10.50	COVERED COMPUTER LAT AT MYSTIC ACTIVITY CENTER
08/11/2023	CARROLL, N	07/31/2023-08/01/2023	6.00	WORKED FEDERAL FAMILY FILES
	ESCHMAN, E	08/04/20203	1.00	FEDERAL PUBLIC HOUSING FORMS UPDATE
08/18/2023	CARROLL, N	08/08/2023-08/09/2023	6.00	WORKED FEDERAL FAMILY FILES
	CARROLL, N	08/11/2023-08/12/2023	8.00	WORKED FEDERAL FAMILY FILES
	CRUZ, W	08/07/2023	2.00	CLARENDON HILL MONTHLY MEETING
08/25/2023	CARROLL, N	08/14/2023	3.00	WORKED FEDERAL FAMILY & VACATUIB CASE LOAD
	O'REGAN, K	08/14/2023-08/18/2023	4.00	WORKED TENANT SELECTION
	SANTANA, R	08/19/2023	3.00	COVERED COMPUTER LAT AT MYSTIC ACTIVITY CENTER
Total Administration			59.50	0.00

Vacancy Report	MANAGEMENT REPORT - AUGUST 2023											TOTAL UNITS: 1358		
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
Service Providers/Offices	0	0	0	0	0	0	0	0	6	0	1	0	0	0
Units Occupied by Residents	84	125	52	135	41	24	42	98	226	213	107	16	3	72
Total MOD Vacancies	0	6	0	81	0	0	0	0	0	0	0	0	0	0
Total Non-MOD Vacancies	0	3	1	0	0	0	0	2	8	2	2	0	0	8
Total Vacancies	0	9	1	81	0	0	0	2	8	2	2	0	0	8
TOTAL *	84	134	53	216	41	24	42	100	240	215	110	16	3	80
Vacancy Percentage	0%	7%	2%	38%	0%	0%	0%	2%	3%	1%	2%	0%	0%	10%
Statistic Report	Brady	Bryant	Ciampa	Clarendon Hill	Clarendon Hill Towers	Hagan	Highland	Jaques	Mystic River	Mystic View	Properzi	Scatter Site (Elderly)	Sycamore (Family)	Weston
White	65	102	39	91		15	29	33	45	128	75		1	54
African American	12	21	6	39		4	7	27	55	71	23		2	9
Asian	4	7	1	12		4	2	11	18	14	8		0	2
Hispanic	3	26	6	55		9	4	25	107	77	6		0	7
Native American	0	0	0	3		1	0	0	0	0	1		0	0
<i>Minority Total</i>	19	54	13	109		18	13	63	180	162	38		2	18
<i># of Veterans</i>	4	2	8	3		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	41	24	42	100	240	215	110		3	80
P.C. Rent	0	0	0	0		0	0	2	45	58	7		0	0
14Day NTQ	0	0	0	0		0	0	0	0	1	0		0	0
P.C.	0	0	0	0		0	0	0	0	0	1		0	0
Int. to Terminate	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
30 Day NTQ	0	0	0	0		0	0	0	3	0	0		0	0
Annual Inspections	0	0	0	0		0	0	0	0	0	0		0	0
Other Inspections	0	0	0	0		0	0	0	0	0	1		0	0
Annual Recertifications	0	2	0	0		1	0	37	0	0	3		0	0
Interim Adjustment	2	0	3	3		1	1	3	12	14	0		0	6
TOTAL PH UNITS 1358	Total Family 674	Total Elderly 643		State Family 459	State Elderly 274	Total Units (State) 774	Federal Family 215	Federal Elderly 369	Total Units (Federal) 584		Service Provider Units 7	Total Units Occupied 1238	Total Vacancies 113	% Overall Vacancy 8%

**SOMERVILLE HOUSING AUTHORITY
TENANT SELECTION REPORT - August 2023
PUBLIC HOUSING AND SECTION 8 PROGRAMS**

FY April 1, 2023 - March 31, 2024	AVG.	AVG.
Applications Processed	6 Months	FY
Family - DHCD	14	13
Family HUD	36	33
Elderly- DHCD	6	5
Elderly - HUD	18	18
Hagan	9	9
Bryant	8	9
Total Public Housing	91	87
Section 8	9	8
SRO	5	5
DHAP	7	8
Walnut	0	0
Linden Street	7	6
Merriam	0	0
North Charles	0	0
Just At Start	0	0
YMCA	4	4
Mainstream	3	3
Waterworks	9	10
Capen Court	13	11
Total Leased Housing	56	54
Total	147	141

Aug. 2022	Sept. 2022	Oct. 2022	Nov. 2022	Dec. 2022	Jan. 2023	Feb. 2023	Mar. 2023	Apr. 2023	May 2023	June 2023	July 2023	Aug. 2023	Somerville Residents Aug.
21	17	27	20	15	10	22	18	19	13	8	9	15	2
27	71	104	83	40	42	31	48	36	27	24	21	57	23
6	8	9	9	7	9	6	10	3	3	8	6	6	5
24	19	41	35	21	25	21	20	17	15	14	13	31	12
10	5	9	6	7	7	3	8	9	8	7	6	17	8
9	6	9	6	7	6	2	6	8	6	6	7	17	8
97	126	199	159	97	99	85	110	92	72	67	62	143	58
12	15	37	4	12	10	13	12	13	11	6	1	9	5
1	4	7	3	4	0	4	8	4	5	4	0	10	5
6	3	5	15	8	6	5	1	0	14	4	5	15	9
0	0	0	0	0	0	0	0	0	0	0	1	0	0
9	9	4	4	6	11	5	9	9	1	6	3	11	7
0	0	0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	1	0	1	2	6	3	4	4	0	7	5
0	3	5	16	4	3	3	2	3	3	2	1	5	2
9	12	9	9	3	9	14	5	13	12	6	3	14	9
11	19	20	9	18	19	12	22	13	16	11	5	11	6
48	65	87	61	55	59	58	65	58	66	43	19	82	48
145	191	286	220	152	158	143	175	150	138	110	81	225	106

	AVG.	AVG.
# of Applicants on Wait Lists	6 Months	FY
Family - DHCD	32731	32685
Family HUD	1169	1182
Elderly- DHCD	9439	9349
Elderly - HUD	709	717
Hagan	520	522
Bryant	616	471
Total Public Housing	45184	44927
Section 8	2037	2054
SRO	32	34
DHAP	875	878
Walnut	1	2
Linden Street	993	901
Merriman	1	1
North Charles	2	2
Just At Start	2	2
YMCA	21	23
Mainstream	99	100
Waterworks	273	279
Capen Court	441	446
FYI	3	3
Total Leased Housing	4776	4722
Total	49960	49649

Aug. 2022	Sept. 2022	Oct. 2022	Nov. 2022	Dec. 2022	Jan. 2023	Feb. 2023	Mar. 2023	Apr. 2023	May 2023	June 2023	July 2023	Aug. 2023	Somerville Residents Aug.
27091	27774	28440	29375	30096	35588	31738	32964	33617	31005	31931	32761	34109	1218
739	784	869	957	989	1030	1049	1104	1130	1165	1178	1195	1244	294
8256	8527	8723	8966	9171	9373	9603	9885	8,936	9,120	9344	9557	9790	414
524	532	569	603	621	645	656	667	691	700	714	722	759	306
3099	2007	1740	1696	1280	496	500	506	508	519	517	527	541	214
2163	2167	2162	1509	1412	1376	1338	1340	837	376	374	383	385	125
41872	41791	42503	43106	43569	48508	44884	46466	45719	42885	44058	45145	46828	2571
1680	1752	1784	1824	1846	1887	1922	1952	1986	2027	2050	2086	2120	2120
660	664	617	520	524	512	471	24	29	32	34	33	41	10
815	820	729	839	847	854	859	859	859	873	877	883	898	77
0	0	0	0	0	0	0	0	0	0	0	1	7	4
1411	1410	1414	1418	1415	1437	1437	1452	1461	1148	886	799	210	55
0	0	0	1	1	1	1	1	1	1	1	1	1	0
0	0	0	2	2	2	2	2	2	2	2	2	2	2
0	0	0	1	0	1	1	0	2	2	2	2	2	1
0	0	0	8	8	8	6	12	16	20	24	24	32	10
54	59	64	80	84	89	90	92	92	98	100	103	108	40
178	192	204	221	224	233	247	239	253	274	280	287	302	134
897	480	407	412	416	414	425	414	419	437	448	457	471	177
0	0	0	0	0	0	0	0	0	2	2	4	8	0
5695	5377	5219	5326	5367	5438	5461	5048	5118	4914	4704	4678	4194	2630
47567	47168	47722	48432	48936	53946	50345	51514	50837	47799	48762	49823	51022	5201

WORK ORDERS ISSUED FOR:

Aug-22

REQUESTED BY MANAGEMENT: 289

REQUESTED BY TENANTS: 1173

TOTAL WORK ORDERS ISSUED: 1462

	** **		****			
DEV.	COMPL	ETED	INCOMPLETE	ISSUED	TENANT	MANAGEMENT
031-1	305	119	21	326	246	80
031-9	179	62	8	187	162	25
200-1	103	32	1	104	89	15
200-2	231	88	3	234	172	62
667-1	0	0	0	0	0	0
667-2	150	37	4	154	116	38
667-3	113	58	4	117	105	12
667-4	140	62	8	148	112	36
667-6	103	58	3	106	97	9
400-C	38	12	0	38	32	6
689-2	35	11	2	37	33	4
689-3	0	0	0	0	0	0
705-1	11	6	0	11	9	2
TOTAL	1408	545	54	1462	1173	289

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

**Resident Services Report
August 2023**

1. **Total number of new referrals:** SBennett SMontina GCordova **Total**

Elderly	22	10	18	
Young Disabled	4	0	4	
Family	4	7	0	
Applicant	2	6	0	
Section 8 Assistance	1	5	0	
Total referrals this month	33	28	22	

2. **Referral Sources:**

Residents/Applicants	72
Housing Managers	11
Director of Public Safety	0
Maintenance Department	0
Family Members	0

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	5	0	5
Benefit assistance (SHA recertification assistance, discount applications for internet, electricity, phone, etc.)	36	13	23
Substance abuse	0	0	0
Legal Aid Referral	2	2	0
Transportation problem	1	1	0
Domestic violence	1	0	1
Financial problems/Arrearage Assistance	3	2	1
Reasonable Accommodation	1	1	-
Peaceful enjoyment issue	0	0	0
Employment/vocational services	3	2	1
Mental health issues	2	1	1
Medical issues (including insurance)	4	0	4
Lease violation	1	1	0

**Resident Services Report
August 2023**

Isolation problem	1	0	1
Nursing home placement/assisted living	0	0	0
Language assistance	5	0	5
Maintenance Concern Assistance	10	0	10
Housing Applicant Assistance/Referrals	8	0	8

3. Activities this month:

Continuation of Bi-weekly Food for Free 35 lb. boxed grocery distribution at eight properties.
Election at Brady Towers.

4. Goals for next month:

Attending Tenant Association Meetings with Properzi Manor and Highland Gardens, meeting with trustees at Capen Court. Continuation of Bi-weekly Food for Free 35 lb. boxed grocery distribution at eight properties. Scheduling Flu Shot Clinics at Bryant, Capen, and Properzi and beginning to schedule coffee hours with managers and residents of each property. Coffee Hours with Somerville's Office of Immigrant Affairs at Bryant, Capen, and Properzi.

**PUBLIC SAFETY
INCIDENTS REPORTED BY AREA**

	BRADY	BRYANT	CAPEN	CIAMPA	CLARENDON	CORBET HAGAN	HIGHLAND	MYSTIC-F	MYSTIC-H	PROPERZI	WATER WORKS	WESTON	SPD	Grand Total
CRIMES AGAINST PERSON														
ASSAULT AND BATTERY		1				1								2
PROPERTY CRIMES														
VANDALISM			1				1							2
TRESPASSING									1					1
PUBLIC ORDER														
DISTURBANCE APT/NOISE								1	3					4
DISTURBANCE HALLWAY	1			1								1		3
DISTURBANCE OUTSIDE					2				1					3
ADMINISTRATION														
INVESTIGATION							1	2	11					14
SICK PERSON		2				1	1	6	4	1				15
CHECK CONDITION		2		2		2			1					7
CITIZEN CONTACT	1	1	7	2	7	2	1		2	1			12	36
LOCKOUT	1	1	1		1		1	4	1					10
MAINTENANCE PROBLEM													1	1
ASSIST NO ARREST									2				1	3
SUMMONS/RO SERVICE					2			3					1	6
OFFICER WANTED		1			2			2	2	1			1	10
MV VIOLATIONS					2								4	6
PARKING VIOLATIONS								1						1
FIRE INVESTIGATION					1			2				1		4
DIRECTED PATROL	27	24	22	23	64	47	22	20	21	25	24	20	25	30
Grand Total	30	32	31	28	82	51	24	24	42	54	27	20	27	50

**PUBLIC SAFETY
INCIDENTS REPORTED BY DATE**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Grand Total
CRIMES AGAINST PERSON													
UNARMED ROBBERY						1							1
THREATS		1						1		1		1	4
ASSAULT AND BATTERY		1					1		2			1	5
PROPERTY CRIMES													
RECOVERED STOLEN PROP		1											1
VANDALISM		1	2	1					2			1	7
B&E DAY												1	1
B&E NIGHT		1									1		2
LARCENY OVER \$250										1		1	2
TRESPASSING									1				1
LARCENY UNDER \$250					1							1	2
PUBLIC ORDER													
RESTRAINING ORDER VIOL		1											1
DISTURBANCE APT/NOISE	3	5	2	3	2	5	1	4	2	1	2	4	34
DISTURBANCE HALLWAY	1	2	3	1	1	1		3	2	2	2	2	20
DISTURBANCE OUTSIDE	1		1	2	1	3	6	3	1	2		3	23
FIREARMS OTHER						1							1
DISORDERLY PERSON			1	1									2
SUSPICIOUS PERSON		2											2
OTHER M/V			1		2								3
NARCOTICS POSSESSION				1							1		2
ADMINISTRATION													
INVESTIGATION	18	4	1	4	7	9	7	14	1	4		2	71
SICK PERSON	19	16	15	21	18	13	23	15	13	17	17	18	205
SUDDEN DEATH			1	1	1		1						4
CHECK CONDITION	6	7	11	9	5	8	3	7	2	3	11	2	74
CITIZEN CONTACT	19	12	13	20	10	16	16	24	8	1	24	17	180
RESIDENT MEETING	1			1			1			1			4
SHA NOTICE SERVICE	2		1									1	4
MEETING	1												1
ESCORT							1						1
LOCKOUT	2	7	9	5	6	3	10	10	5	9	6	5	77
MAINTENANCE PROBLEM	1		1	3						1		2	8
E911 HANGUP	1	7	4		4	3	2		5	1	2	1	30
BURGLAR ALARM				1									1
MV PROPERTY DAMAGE ACCIDENT	1	1				1							3
ASSIST NO ARREST		1	5	2	3	1	5	2	5			1	25
ASSIST ARREST	1	1	1	2	1		2		1	1			10
WARRANT ARREST					1								1
SUMMONS/RO SERVICE	5	3	4	4	4	5	9	5	2	9	6	3	59
OFFICER WANTED	10	21	21	21	19	20	33	9	13	20	7	11	205
SUPPLEMENTAL	1												1
ANIMAL COMPLAINT							1						1
LOST PROPERTY REPORTED	1	1	1				1		1				5
MISSING PERSON			1		1								2
MV VIOLATIONS	5	1	4	1		3	3	2	1	1	6	2	29
PARKING VIOLATIONS	3			1				1	1		2	4	12
FIRE INVESTIGATION	1		1	1				4			1	1	9
COURT			2	2									4
DIRECTED PATROL	427	405	421	421	423	316	468	365	448	455	429	488	5066
Grand Total	538	500	524	529	509	409	594	474	514	530	519	569	6209

Somerville Housing Authority
Rooftop Antenna Leases

As of 9/1/23

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

Somerville Housing Authority											
Modernization Contract Log											
Active Jobs August 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
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	5/2/2023	5/23/2023	\$85.00 Per Hour	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		Adison 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	Operations	Construction	\$50,000.00	5/2/2023	5/23/2023	\$58,000.00	N/A		Bill Shea's Countertops
1827	Bryant Kitchen and Baths (Force Account)	Construction	Byrant 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
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	Pre-Construction	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
2207	Capen Court Chiller Replacement	Construction	Capen Reserves	Design	?	N/A	N/A	\$13,600.00	N/A	N/A	C.A Crowley
2207	Capen Court Chiller Replacement	Construction	Capen Reserves	Construction	?	N/A	2/2/2023	\$234,300.00	N/A	N/A	Aalanco Service Corp
2301	Mystic View Roof Replacement 3	Pre-Construction	Federal Cap Fund 2022	Design	\$430,000.00	N/A	2/9/2023	\$32,475.00	N/A	N/A	EHA Design
2302	Properzi Electrical Upgrades	Design	Federal Cap Fund 2023	Design	\$550,000.00	N/A	2/9/2023	\$29,025.00	N/A	N/A	Nangle Engineering Inc
2215	Properzi Elevator Modernization	Design	Federal Cap Fund 2023	Design	?	1/26/2023	2/9/2023	\$121,310.00	?	?	NV5
2301	Mystic View Roof Replacement 3	Pre-Construction	Federal Fund 2023	Construction	?	N/A	4/25/2023	\$347,470.00	N/A	N/A	Young Developers LLC
2205	Admin Building and Courtyard Site Improvements	Pre-Construction	State Cap Fund 2021	Design	?	?	?	?	N/A	N/A	GCG Associates
2205	Admin Building and Courtyard Site Improvements	Pre-Construction	State Cap Fund 2021	Construction	?	5/10/2023	5/25/2023	\$243,300.00	N/A	N/A	The Hatch Group

Interoffice MEMORANDUM

To: Joseph Macaluso
Executive Director

From: Brian Langton
Director of Modernization

Subject: Report on Activities

Date: September 1, 2023

Antenna Report:

No new Antenna Installations have been executed.

Energy report:

No new Energy Reports have been executed.