

The Minutes of the Regular Meeting of the Somerville Housing Authority duly called and held on February 17, 2021.

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The Regular Meeting of the Somerville Housing Authority held virtually via GoToMeeting on Wednesday, February 17, 2021 at 1:00 p.m.

The Chairman instructed the Secretary to call the roll at 1:00 p.m. and upon roll call those present and absent was as follows:

PRESENT

Comm. Ferrara

Comm. Rances

Comm. Santana

Comm. McCallum

Chairman Bonney, Jr.

ABSENT

The Chairman read Notice of Meeting dated February 11, 2021 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.

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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, February 17, 2021 at 1:00 p.m.

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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 February 11, 2021, 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 February 18, 2021.



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Joseph R. Macaluso

2. APPROVAL OF MINUTES OF PREVIOUS MEETING:

(a) Monthly Board Meeting held on January 13, 2021

Upon motion made by Comm. Ferrara, seconded by Comm. Santana, it was voted to waive the reading and approve the minutes.

SO VOTED

3. COMMUNITY POLICE OFFICER

None this month.

4. COMMUNICATIONS

(a) Project Eligibility Letter for Somerville Housing Authority Water Works Senior/Disabled Housing Phase II from DHCD informing SHA of approval of the Project under the Public Housing Innovation Demonstration Program (PHIDP).

Executive Director, Joe Macaluso, stated this letter authorizes the Water Works II Garage Building to receive funding through PHIDP. SHA is going to apply to receive funding for \$75,000/unit for 21 units. He stated that modular construction is going to be used on this project prior to the Clarendon redevelopment.

5. RESIDENT CONCERNS

Resident Pat Wilber from Properzi Manor asked for an update on when the Covid-19 vaccine will be provided to the senior residents. The Executive Director stated just prior to the meeting he received notification that residents of senior buildings are eligible as of tomorrow (2/18/21). He stated that residents willing to travel to receive their vaccine can call 311 to coordinate getting vaccinated. He stated that it will take a couple weeks for SHA to coordinate with the Board of Health to setup vaccination clinics in the elderly buildings. As soon as information is available it will be relayed quickly to the residents.

Pat Wilbur stated that there has been issues with the laundry room getting backed up because only one resident can use it at a time. Residents are not allowed to fold their laundry in the laundry room. However, they still are doing so. Director of Management, Jenicia Pontes, stated that she is coordinating the use of unit 111 to be used for laundry folding to reduce delayed usage of the laundry facilities.

6. REPORT OF THE EXECUTIVE DIRECTOR

The Executive Director updated the Board on the Water Works II Project and stated at this time there is no update on the Clarendon Project.

Chairman Bonney asked if SHA is going to receive additional funding through CARES ACT 3. The Executive Director stated at this time he is uncertain if SHA will be receiving funding until the new Administration finalizes its plan.

Upon motion by Comm. Santana, seconded by Comm. Ferrara, it was voted to accept the Executive Director's Report as written.

SO VOTED

7. NEW BUSINESS

(a) Consideration of request by the Executive Director to appoint permanent the following employees:

1. Nancy Melendez, Maintenance Mechanic II
2. Luc Francois, Maintenance Mechanic II
3. Charlie O’Leary, Maintenance Supervisor
4. Jenicia Pontes, Director of Management

The Executive Director stated all of the above employees have been doing a great job at SHA.

Upon motion made by Comm. Rances, seconded by Comm. Ferrara, it was voted to approve Item 7(a).

SO VOTED

(b) Consideration of request by the Executive Director to enter into a contract for Manholes and Drain Maintenance for 3 years. The contract is a three-year contract in the amount of \$43,275.00. Year 1: \$14,425.00, Year 2: \$14,425.00 and Year 3: \$14,425.00.

Upon motion made by Comm. Santana, seconded by Comm. McCallum, it was voted to approve Item 7(b).

SO VOTED

(c) Consideration of request by the Executive Director to approve the State December 2020 Quarterly Reports for DHCD.

Finance Director, Kelly Yin, stated that the Quarterly Reports are in line and that SHA will be requesting funding from FEMA for COVID-19 relief.

Upon motion made by Comm. Rances, seconded by Comm. McCallum, it was voted to approve Item 7(c).

SO VOTED

(d) Consideration of request by the Executive Director to approve the State Program Budgets for FY2022 (**Roll Call Vote Required**).

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

The Finance Director stated two new grants are included in the State Program Budgets.

Upon roll call the ayes and nays is as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Comm. Rances		
Comm. Santana		
Comm. McCallum		
Comm. Ferrara		
Chairman Bonney, Jr.		
SO VOTED		

- (e) Consideration of request by the Executive Director to approve the Federal Program Budgets for FY2022 **(Roll Call Vote Required)**.

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

The Finance Director stated the Federal Budgets reflect the same funding percentage as calendar year 2021.

Upon roll call the ayes and nays is as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Comm. Rances		
Comm. Santana		
Comm. McCallum		
Comm. Ferrara		
Chairman Bonney, Jr.		
SO VOTED		

- (f) Consideration of request by the Executive Director to approve Change Order #1 for Corbett Landscaping SHA Job #1829 from K.B. Aruda Construction for extra gravel and fill material for the sum of **\$3,750.00**.

Director of Modernization, Brian Langton, stated that SHA was only charged for cost of materials and this project is now complete.

Upon motion made by Comm. Santana, seconded by Comm. Rances, it was voted to approve Item 7(f).

SO VOTED

- (g) Consideration of request by the Executive Director to approve Change Order #1 for Bryant Manor Elevator Modernization SHA Job #1900 from Delta Beckwith Elevator Company for the installation of a hydraulic jack liner to accommodate unforeseen existing conditions for the sum of **\$3244.15**.

The Director of Modernization stated that a more flexible product was needed to fit through a narrower shaft.

Upon motion made by Comm. Santana, seconded by Comm. McCallum, it was voted to approve Item 7(g).

SO VOTED

- (h) Consideration of request by the Executive Director to approve the Certificate of Final Completion and Payment to JC Floorcovering for SHA Job #1822 Bryant Manor Common Area Flooring for the sum of **\$9,572.85**.

Upon motion made by Comm. Santana, seconded by Comm. McCallum, it was voted to approve Item 7(h).

SO VOTED

- (i) Consideration of request by the Executive Director to enter into a Design Contract with C.A. Crowley Engineering Inc from Taunton, MA for SHA Project #2047 Capen Court Condenser Replacement in the amount of **\$5,000.00**.

Director of Modernization stated one condenser failed last year and is in need of replacement before air conditioning is needed.

Upon motion made by Comm. Santana, seconded by Comm. Rances, it was voted to approve Item 7(i).

SO VOTED

- (j) Consideration of request by the Executive Director to enter into a contract with Anser Advisory LLC from Boston, MA to serve as the Owner's Project Manager for the Mystic Water Works II Project SHA Job #2039.

Director of Operations, Kevin Bumpus, stated fee negotiations will begin with Anser Advisory LLC following Board approval.

Upon motion made by Comm. Santana, seconded by Comm. McCallum, it was voted to approve Item 7(j).

SO VOTED

- (k) Consideration of request by the Executive Director to approve the application for funding to the Department of Housing and Community Development (DHCD) in the amount of \$1.575 million under the PHIDP program for the construction of new elderly/disabled housing at the Water Works II site.

Upon motion made by Comm. McCallum, seconded by Comm. Ferrara, it was voted to approve Item 7(k).

SO VOTED

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

(a) Schedule for next Regular Board Meeting:

The scheduling of the March Board Meeting is postponed until further notice due to the COVID-19 pandemic.

Upon motion made by Comm. McCallum, seconded by Comm. Ferrara, it was voted to adjourn at 1:27 p.m.



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Joseph R. Macaluso  
Executive Director

ATTEST

A True Copy