

The Minutes of the Regular Meeting of the Somerville Housing Authority duly called and held on March 16, 2021.

The Regular Meeting of the Somerville Housing Authority held virtually via GoToMeeting on Wednesday, March 16, 2021 at 1:00 p.m.

The Chairman instructed the Secretary to call the roll at 1:02 p.m. and upon roll call those present and absent was as follows:

PRESENT

ABSENT

Comm. Ferrara

Comm. Rances

Comm. Santana

Comm. McCallum

Chairman Bonney, Jr.

The Chairman read Notice of Meeting dated March 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.

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 16, 2021 at 1:00 p.m.

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 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 March 18, 2021.



Joseph R. Macaluso

2. APPROVAL OF MINUTES OF PREVIOUS MEETING:

(a) Monthly Board Meeting held on February 17, 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

None this month.

5. RESIDENT CONCERNS

Resident Pat Wilber from Properzi Manor and Commissioner Rances asked if the camera at the back entrance of building is working because people are coming in through the back door in the middle of the night making a lot of noise. Director of Management, Jenicia Pontes, stated she would follow up with Public Safety regarding this matter.

Pat stated that the code at the front of Properzi Manor is being given out to people that don't live in the building. She asked for the code to be changed. Jenicia stated she would follow up with Public Safety regarding this matter.

Pat asked for fresh fertilizer for the gardening area where resident's plant flowers. Director of Operations, Kevin Bumpus, stated that would be no problem.

Commissioner Santana requested for management and/or Public Safety to remind the resident living at 3011 River Road of the No Smoking Policy because he is continuously smoking in the hallways and building. Executive Director, Joe Macaluso, stated Jenicia will follow up with resident and Public Safety will monitor the area.

6. REPORT OF THE EXECUTIVE DIRECTOR

The Executive Director updated the Board on the Water Works II Project and the Clarendon Project. A Project Manager for the WWII Project will oversee finding contractors. An appraisal of SHA property at Monmouth Street is occurring next week to put the property on the market. Contractor pricing for the Clarendon Project was higher than expected but the Project is continuing along as expected.

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 write off Somerville Housing Authority tenant accounts receivable for Fiscal Year 2021 for the amount of \$12,580.00. Director of Finance, Kelly Yin, stated the write off amount is around the same amount as

last year.

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

SO VOTED

- (b) Consideration of recommendation by the Executive Director to approve the Middlesex Federal Savings Bank CD #98517108 renewal for 0.3% for the 1-year term.

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

SO VOTED

- (c) Consideration of request by the Executive Director to approve Year End Operating Transfer of \$100,000 from AMP 2 to Affordable Housing.

Executive Director, Joe Macaluso, stated this funding transfer occurs yearly and is used for future development projects.

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

SO VOTED

- (d) Consideration of request by the Executive Director to enter into a contract for Fire Alarm Systems Inspections, Testing & Maintenance with Johnson Control for 3 years in the amount of \$268,218.00.

Director of Operations, Kevin Bumpus, stated this is a different company than previously used who offered the lowest bid.

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

SO VOTED

- (e) Consideration of request by the Executive Director to enter into a contract with Adilson Electric from Everett, MA to serve as an on-call electrical contractor at the time and material rate of \$83/hr.

Director of Modernization, Brian Langton, stated the addition of an on-call electrical contractor will help with increased workload.

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

SO VOTED

- (f) Consideration of request by the Executive Director to enter into a contract with Byors and Sons Mechanical LLC from Marblehead, MA to serve as an on-call plumber at the time and material rate of \$91.02/hr.

Brian stated the addition of an on-call plumber will help with increased workload.

Upon motion made by Comm. Rances, seconded by Comm. Ferrara, it was voted to

approve Item 7(f).

SO VOTED

- (g) Consideration of request by the Executive Director to approve the Certificate of Final Completion and Payment to MDM Engineering Company for SHA Job #1904 MAC Center Roof Improvements for the sum of \$6,917.00.

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

SO VOTED

- (h) Consideration of request by the Executive Director to appoint permanent the following employee:

- 1. Stephen Caissie, Carpenter

Joe stated because of the increased renovations taking place at SHA properties employees like Stephen are an asset to SHA.

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

SO VOTED

- (i) Consideration of request by the Executive Director to accept DHCD Amendment #12 for the funding of **\$381,915.00** for the Formula Funding Year 2024 **(Roll Call Vote Required)**.

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

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

- (a) Schedule for next Regular Board Meeting:

The upcoming April Board Meeting was scheduled for April 14, 2021.

Upon motion made by Comm. McCallum, seconded by Comm. Ferrara, it was voted to adjourn at 1:29 p.m.



Joseph R. Macaluso
Executive Director

ATTEST

A True Copy