

The Minutes of the Regular Meeting of the Somerville Housing Authority duly called and held on June 22, 2023.

The Regular Meeting of the Somerville Housing Authority held virtually via GoToMeeting on Thursday, June 22, 2023 at 12:00 PM.

The Chairman instructed the Secretary to call the roll at 12:03 PM and upon roll call those present and absent was as follows:

PRESENT

Eleanor Rances
Adeleine Mannion
James Zamer
Joe Capuano

ABSENT

The Chairman read Notice of Meeting dated June 15, 2023, 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 Thursday, June 22, 2023 at 12:00 PM.

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 June 15, 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 June 23, 2023.

Joseph Macaluso

Joseph R. Macaluso
Executive Director

2. APPROVAL OF MINUTES OF PREVIOUS MEETING

(a) Monthly Board Meeting held May 25, 2023. (Roll Call Vote Required)

Motion made by Commissioner Mannion, seconded by Commissioner Rances.

Upon roll call the ayes and nays is as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Eleanor Rances		
Adeleine Mannion		
James Zamer		
Joe Capuano		
SO VOTED		

3. COMMUNICATIONS

None this month.

4. RESIDENT CONCERNS

Maintenance Director Joe Whalen spoke on behalf of Pat Wilber from Properzi Manor. Pat requested the trash chutes to be cleaned more than twice a year. Joe suggested cleaning them every three (3) months. Pat also requested a larger rug for in front of the building. Joe stated he ordered a new one.

5. REPORT OF THE EXECUTIVE DIRECTOR

Executive Director Joe Macaluso stated that there are no significant budgetary changes to report as SHA is only one (1) month into the fiscal year. He updated the Board on the Maintenance Department's petition to transition membership from SEIU union to Teamsters union. He stated a notice has been posted regarding the transition that will occur in the upcoming weeks. Joe also updated the Board on the Waterworks II and Clarendon redevelopments. He stated Waterwork II should be closing within the next sixty (60) days. He also discussed the possibility of putting out new procurement for Phase II of the Clarendon Redevelopment since current partner Redgate is having difficulty getting investors from the private market. Additionally, Joe updated the Board on approval received from DHCD (now EOHLC) approving the Executive Director job description for posting. Joe stated he will be providing packets to the Commissioners with information about the outreach and hiring process for a new Executive Director.

Motion made by Commissioner Mannion, 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:

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Eleanor Rances		

Adeleine Mannion
James Zamer
Joe Capuano
SO VOTED

6. NEW BUSINESS

- (a) Consideration of request by the Executive Director to approve the Eastern Bank CD #10226442 renewal for 4.33% for the 1-year term. **(Roll Call Vote Required)**

Joe stated that SHA is taking advantage of the improved interest rates.

Motion made my Commissioner Zamer, seconded by Commissioner Rances.

Upon roll call the ayes and nays is as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Eleanor Rances		
Adeleine Mannion		
James Zamer		
Joe Capuano		
SO VOTED		

- (b) Consideration of request by the Executive Director to approve the Middlesex Federal Savings Bank CD #98415336 renewal for 3.75% for the 1 year-term. **(Roll Call Vote Required)**

Motion made my Commissioner Mannion, seconded by Commissioner Zamer.

Upon roll call the ayes and nays is as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Eleanor Rances		
Adeleine Mannion		
James Zamer		
Joe Capuano		
SO VOTED		

- (c) Consideration of request by the Executive Director to approve the opening of a new TD Bank CD in the amount of \$100,000 from Bryant Manor at 3.75% for the 1 year-term. **(Roll Call Vote Required)**

Motion made my Commissioner Zamer, seconded by Commissioner Mannion.

Upon roll call the ayes and nays is as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Eleanor Rances		
Adeleine Mannion		
James Zamer		
Joe Capuano		
SO VOTED		

- (d) Consideration of request by the Executive Director to enter into a contract with The Hatch Group, Inc. from Milford, MA. to complete Administration Building and Courtyard Site Improvements, FISH #274151 for the sum of **\$243,300.00. (Roll Call Vote Required)** Director of Modernization Brian Langton stated this is a public bid from a company recommended by the engineer to rebuild the handicap railing and ramp at the administrative building and to fix the courtyard between buildings.

Motion made my Commissioner Zamer, seconded by Commissioner Rances.

Upon roll call the ayes and nays is as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Eleanor Rances		
Adeleine Mannion		
James Zamer		
Joe Capuano		
SO VOTED		

- (e) Consideration of request by the Executive Director to approve Certificate of Substantial Completion to Aalanco Service Corp. for the Capen Court Chiller Replacement Project. **(Roll Call Vote Required)**

Brian stated this was a short-term project, therefore both certificates of substantial and final completion need approval for the new chiller installation that has been completed. Brian stated they are working perfectly and everyone is happy with the results.

Motion made my Commissioner Mannion, seconded by Commissioner Rances.

Upon roll call the ayes and nays is as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Eleanor Rances		
Adeleine Mannion		
James Zamer		
Joe Capuano		
SO VOTED		

- (f) Consideration of request by the Executive Director to approve the Final Completion and Payment of **\$12,495.00** to Aalanco Service Corp. for SHA Job #2207, Capen Court Chiller Replacement. **(Roll Call Vote Required)**

Motion made my Commissioner Mannion, seconded by Commissioner Rances.

Upon roll call the ayes and nays is as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Eleanor Rances		
Adeleine Mannion		
James Zamer		
Joe Capuano		
SO VOTED		

- (g) Consideration of request by the Executive Director to approve Change Order #01 from Corolla Roofing to add 1 additional roof replacement for the Mystic River Replacement Phase 5. The sum of this change order is **\$26,000.00. (Roll Call Vote Required)**

Brian stated that this job involves reroofing the bump out roofs that have been leaking. The change order is to add one more roof since equipment was already onsite.

Motion made my Commissioner Rances, seconded by Commissioner Mannion.

Upon roll call the ayes and nays is as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Eleanor Rances		
Adeleine Mannion		
James Zamer		
Joe Capuano		

SO VOTED

- (h) Consideration of request by the Executive Director to approve the Bryant Manor Tenant Selection Plan. **(Roll Call Vote Required)**

Deputy Director Rob Muollo stated that the Tenant Selection Plan describes policies and procedures to assess eligibility of applicants as well as memorializes Occupancy processes. He stated he collaborated with Somerville’s Office of Housing Stability and Cambridge and Somerville Legal Services to complete the Plan. Joe stated the Plan has been updated to align with federal regulations under Mass Housing rather than state regulations under DHCD.

Motion made my Commissioner Mannion, seconded by Commissioner Zamer.

Upon roll call the ayes and nays is as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Eleanor Rances		
Adeleine Mannion		
James Zamer		
Joe Capuano		

SO VOTED

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

Scheduling for next Regular Board Meeting: TBD

8. ADJOURNMENT

Motion made by Commissioner Mannion, seconded by Commissioner Rances.

Upon Roll Call it was voted to adjourn at 12:20 p.m.

Upon roll call the ayes and nays is as follows:

Ayes

Nays

Absent

Eleanor Rances

Adeleine Mannion

James Zamer

Joe Capuano

SO VOTED

Joseph Macaluso

Joseph R. Macaluso

Executive Director

ATTEST

A True Copy