

The Minutes of the Regular Meeting of the Somerville Housing Authority (SHA) duly called and held on June 20, 2024.

The Regular Meeting of the Somerville Housing Authority held in-person at the Mystic Activity Center at 530 Mystic Avenue, Somerville on Thursday, June 20, 2024, at 4:00 PM.

The Executive Director called the roll at 4:01 PM. Upon roll call those present and absent was as follows:

PRESENT	ABSENT
Chairman Capuano	
Comm. Mannion	
Comm. Rances	
Comm. Lemard	
Comm. Zamer	

1. APPROVAL OF MINUTES

(a) Regular Board Meeting of Somerville Housing Authority (SHA) – May 30, 2024

Commissioner Lemard made a motion to approve the minutes of the Regular Board Meeting held May 30, 2024. Commissioner Mannion seconded the motion.

All in favor: 5-0

2. COMMUNITY INPUT/RESIDENT COUNCILS

None this month.

3. COMMUNICATIONS

Executive Director Diane Cohen informed the Board that SHA is deemed a High Performer by the Office of Housing and Urban Development (HUD). The score is based on the following PHAS indicators: Physical, Financial, Management, and Capital Fund. The SHA received a total score of 92 out of a possible 100 maximum score.

4. EXECUTIVE DIRECTOR’S REPORT

D. Cohen provided a summary of the reports provided to the Board. She stated there is little to inform the Board of regarding the financial reports, as SHA is only one month into the fiscal year.

5. DEVELOPMENT UPDATE

D. Cohen stated that Development Consultant Joe Macaluso was unable to attend the meeting, but she would provide several updates for the on-going projects. She stated that Preservation of Affordable Housing (POAH) received Phase II funding award notice today from the Executive Office of Housing and Livable Communities (EOHLC). This award secures all funds POAH applied to EOHLC for: the 4% Federal LIHTC allocation, Public Housing Innovations Demonstration Program (PHIDP), and soft money from EOHLC. Additionally, she stated there is some movement from Eversource on the pole relocation for the Waterworks II development. Director of Modernization Brian Langton stated that the first modular box was delivered to the site on June 20, 2024. D. Cohen informed the

Board that a vote will be required at the July Board Meeting regarding the sale of the Monmouth Street property. As part of the Waterworks II closing SHA agreed to market and sell the property, with a replacement amount to be paid to HLC eventually. There is a call being arranged with HLC to discuss the details further.

Chairman Capuano stated that George, Dellbrook's Superintendent, is very informative regarding the Clarendon Redevelopment.

6. NEW BUSINESS

(a) Permanent Employment Status for Farid Mehdoud – Maintenance Mechanic

Maintenance Director Joe Whalen stated Farid has been working for SHA since July 2020 and has been promoted several times over the years. He stated he is an asset to the Maintenance Department.

Commissioner Mannion made a motion to approve Farid Mehdoud permanent as a Maintenance Mechanic. Commissioner Zamer seconded the motion.

All in favor: 5-0

(b) Approval of Certificate of Substantial Completion to Laracy Electrical Contractors Inc for Bryant Manor Intercom Replacement Project.

B. Langton stated that intercoms have been installed, tested and inspected in all 134 units at Bryant Manor and the project is more than 95% complete.

Commissioner Mannion made a motion to approve the Certificate of Substantial Completion to Laracy Electrical Contractors Inc. Commissioner Lemard seconded the motion.

All in favor: 5-0

(c) Approval of Certificate of Substantial Completion to Young Developers LLC for the Mystic View Roof Replacement Phase 3 Project.

B. Langton stated the Mystic View Roof Replacement Phase 3 Project is more than 95% complete. Commissioner Lemard made a motion to approve the Certificate of Substantial Completion to Young Developers LLC. Commissioner Rances seconded the motion.

All in favor: 5-0

(d) Approval of Lock-Out Policy.

Deputy Director Adam Garvey stated updates made to the Lock-Out Policy include clarification of staff members responding to lockouts at various hours, how staff handle lockouts of underage household members and the implementation of a \$125 fee for lockouts after normal business hours. He stated residents will not be charged for their first two (2) lockouts. Commissioner Mannion stated she was concerned about the high fee for residents locked out of their units after normal business hours. A. Garvey stated that he understands the concern, however the fee is cheaper than a locksmith service and is well below the actual cost of having SHA staff respond to a late-night call. Additionally, he stated that SHA is always willing to work with residents and considers mitigating circumstances.

Commissioner Rances made a motion to approve the Lock-Out Policy. Commissioner Lemard seconded the motion.

All in favor: 5-0

(e) Approval of Fee Accounting Services Contract with Marcum, LLP.

A. Garvey stated that this is a two (2) year contract with a one (1) year option. He stated it was the only proposal received but Marcum, LLP is a global provider with expertise in providing accounting services for housing authorities. He stated they were previously SHA's auditor.

Commissioner Zamer made a motion to approve the Fee Accounting Services Contract with Marcum, LLP. Commissioner Lemard seconded the motion.

All in favor: 5-0

7. OPEN SESSION for topics not reasonably anticipated by the Chair 48 hours in advance of the meeting.

8. EXECUTIVE SESSION pursuant to M.G.L. c.30A §21(a)(1):

(a) Discuss complaints or charges brought against a public officer, employee, staff member or individual related to violation of Massachusetts Open Meeting Law. The Board will adjourn from executive session.

At 4:15 P.M. Commissioner Mannion made a motion to enter executive session and adjourn the meeting in executive session. Commissioner Lemard seconded the motion.

Roll Call Vote:	Chairman. Capuano	Yes
	Comm. Mannion	Yes
	Comm. Rances	Yes
	Comm. Lemard	Yes
	Comm. Zamer	Yes

Diane L. Cohen
Executive Director

ATTEST

A True Copy

Documents presented during the Somerville Housing Authority Board Meeting on 6/20/2024.

- Agenda
- Copy of minutes from the SHA Regular Board Meeting held on 5/30/2024
- Executive Director's Report
 - SHA Operating Statements for Month Ending 4/30/2024
 - Executive Office of Housing and Livable Communities (EOHLC) Public Housing Notice 2024-07: Promulgation of Amendments of 760 CMR 6.00
 - Report: Tenant Selection Report – May 2024: Public Housing and Leased Housing Waitlists
 - Report: Vacancy Report May 2024
 - Report: SHA Voucher Utilization
 - Report: Resident Services
 - Report: Public Safety: Incidents Reported By Area
 - Report: Public Safety: Incidents Reported By Month
 - Report: Work Orders Issued: April 2024
 - Report: SHA Modernization Contract Log – Active Jobs May 2024
- New Business 6(a) Memo: Farid Mehdoud (Permanent Maintenance Mechanic Position)
- New Business 6(b) Memo: Bryant Manor Intercom Replacement Certificate of Substantial Completion SHA Job #2317
- 6(b) - Certificate of Substantial Completion for Laracy Electrical Contractors Inc.
- New Business 6(c) Memo: Mystic View Roof Replacement Phase 3 Certificate of Substantial Completion SHA Job #2301
- 6(c) - Certificate of Substantial Completion for Young Developers LLC
- New Business 6(d) Memo: Lock-Out Policy
- 6(d) – Lock-Out Policy
- New Business 6(e) Memo: Fee Accounting Services