

The Minutes of the Regular Meeting of the Somerville Housing Authority (SHA) duly called and held on September 17, 2026.

The Regular Meeting of the Somerville Housing Authority was held in-person at the Mystic Activity Center at 530 Mystic Avenue, Somerville on Thursday, September 17, 2026, at 5:00 PM.

The Executive Director Diane L. Cohen called the roll at 5:02 p.m. Upon roll call Commissioners present and absent were as follows:

PRESENT

Joseph Capuano
Eleanor Rances
Adeleine Mannion
James Zamer
Dennis Lemard

ABSENT

Others in Attendance: Adam Garvey, Deputy Director; Arnaldo Velazquez, Director of Finance & Administration; Shannon Bennett, Director of Resident Services; Brian Langton, Director of Modernization; Andrew Rocha, Director of Operations; Joe Whalen, Director of Maintenance; Lisa Taylor, Director of Admissions, Occupancy and Compliance; Kezia Baxter, Housing Manager; Joe Macaluso, Development Consultant; Charlie Femino, Public Safety Consultant; Rey Santana, Mystic Tenant Association; Fatima DeChavez, Brady Towers Resident; Emily Eschmann, Executive Secretary.

1. APPROVAL OF MINUTES

(a) Regular Board Meeting – August 20, 2026

Commissioner Lemard made a motion to approve the minutes of Regular Board Meeting held on August 20, 2026. Commissioner Zamer seconded the motion.

All in favor: 5-0

2. COMMUNITY INPUT/RESIDENT COUNCILS

Mystic Tenant Association (MTA) President Rey Santana stated that the concrete throughout the Mystic Development was in need of replacement. The Director of Modernization Briand Langton noted that conditions had worsened following the past winter, particularly due to the use of salt. He stated that the SHA is currently in Phase 3 of the repair work and will address all outstanding areas in need of repair.

Rey also informed the Board that the MTA Gala will be held on October 24, 2026. Board members and staff were encouraged to attend or consider making a donation. Resident

Services Director Shannon Bennett and ROSS Coordinator Avi Samaha, along with Diane Cohen, plan to attend and will consider making a donation.

3. COMMUNICATIONS

D. Cohen informed the Board that SHA was awarded a Creative Placemaking Grant in the amount of \$231,000. Director of Operations Andrew Rocha and Shannon Bennett worked together on the grant application and engaged the MTA and the broader community through a community meeting.

A previous grant supported the community garden. This new grant will support the redesign of the basketball court, incorporating artistic elements into the court and fencing. The grant provides funding through 2028.

4. EXECUTIVE DIRECTOR'S REPORT

D. Cohen offered to respond to any questions from the Board regarding the monthly department reports. She discussed the recent Waterworks II dedication ceremony, noting that it was a great success, with a strong turnout and participation from project partners. She commended Development Consultant Joe Macaluso for his work in organizing the event and stated that the turnout was a testament to the vision for the campus and the services provided there. She also reported that the SHA is in discussions with the VNA regarding the potential purchase and continuation of supportive services, which would serve the entire campus. Additional information about the event will be posted on the SHA website, and Chairman Capuano will provide photographs of the new building to be displayed at Waterworks II. D. Cohen thanked the staff and team members who assisted and attended with the event.

Director of Finance Arnaldo Velazquez reported that the agency is currently on track with the budget. He stated that a new budget will be presented to the Board next month. He has been in communication with the fee accountant and noted that the newly approved Department of Labor Standards (DLS) rates have been received from the State, along with the State budget guidelines. There are no significant changes at this time, and staff will continue to ensure that the SHA's budget remains fully compliant with State requirements.

5. DEVELOPMENT UPDATE (IF NECESSARY)

Joe Macaluso provided an update on current development and capital projects. He noted that Chairman Capuano had taken aerial photographs and "before" photographs for the project. He also acknowledged Diane and Emily Eschmann for their work on the dedication.

Regarding the Clarendon Hill Redevelopment, Joe reported that the timeline continues to evolve, with the most recent update being that closing is anticipated in October.

Demolition is expected to begin shortly after closing, with construction anticipated to begin in January. The project may also receive funding as early as December.

J. Macaluso provided an update on discussions with the VNA, noting that the parties are working through the due diligence process. The VNA will bring a number of services that will contribute to the campus. A meeting will be rescheduled to continue those discussions.

J. Macaluso also discussed the potential refinancing with Rockport Mortgage, which has involved an extensive exchange of information, including an assessment of the improvements needed at the properties. Physical needs assessments are being reviewed as part of the process.

Finally, he reported that the SHA is pursuing its own bonding agent/certification now that the Waterworks II Dedication is complete.

Chairman Capuano added that the Waterworks II dedication event was a great event.

6. PUBLIC SAFETY UPDATE (IF NECESSARY)

Public Safety Consultant Charlie Femino reported that the home rule petition to restore police powers to the SHA Public Safety Department was presented remotely to the House. He stated that the testimony was favorable and expressed hope that the petition will be approved by mid-October. In anticipation of approval, he is working on preparing the recruitment package for the department.

7. NEW BUSINESS

(a) Change Order #01 to Ace Restoration Co., Inc.

B. Langton discussed Change Order #01 related to Phase 3 of the bump-out project. The work includes addressing areas where there have been numerous falls, repairing cracks, and recaulking windows. The change order consists of two components.

The first component is a \$29,000 delay claim submitted by the contractor. The project was bid in October, but there was a significant delay in getting the contract executed. Although contract processing typically takes approximately two weeks, staff changes at the Executive Office of Housing and Livable Communities (EOHLC) resulted in the contract taking approximately seven months to be signed. The contractor submitted the delay claim to account for increased labor and material costs, as well as lost work during the delay.

The second component involves tree trimming that was not included in the original Phase 3 scope. Several trees had become overgrown and required trimming. B. Langton noted that the cost for the additional tree work was reasonable.

Commissioner Lemard made a motion to approve Change Order #01 to Ace

Restoration Co., Inc. for a time extension and associated costs related to delays under the contract, including costs for King Painting to make up the lost time. The change order also includes tree trimming services, at a total cost of \$50,975. Commissioner Mannion seconded the motion.

All in Favor: 5-0

- (b) Certificate of Final Completion and Payment for Capen Court HVAC Controls Replacement Phase 2 to Davison CO., Inc.

B. Langton explained that the project included the installation of new actuators and thermostats, completing the HVAC controls upgrade. He noted that the work was performed by a Somerville-based company and that the contractor did a great job.

Commissioner Mannion made a motion to approve the Certificate of Final Completion and Payment for the Capen Court HVAC Controls Replacement Phase 2 to Davison CO., Inc for the sum of \$7,900.00. Commissioner Rances seconded the motion.

All in Favor: 5-0

- (c) Certificate of Final Completion and Payment for Weston Manor Rooftop Exhaust Fans Replacement to Stallion PHC.

B. Langton stated that the project included the replacement of the rooftop exhaust fans and duct cleaning. He noted that the equipment was previously in disrepair and that the work has been completed successfully, with the new system operating well.

Commissioner Zamer made a motion to approve the Certificate of Final Completion and Payment for the Weston Manor Rooftop Exhaust Fans Replacement to Stallion PHC for the sum of \$38,600.00. Commissioner Mannion seconded the motion.

All in Favor: 5-0

- (d) Proposed revision to the SHA Section 8 Administrative Plan.

D. Cohen explained that the proposed revisions are largely consistent with the changes made to the Admissions and Continued Occupancy Policy (ACOP), including updates related to the Housing Opportunity Through Modernization Act (HOTMA) and income and asset requirements. She also discussed provisions related to Project-Based Vouchers (PBV), including providing the SHA with additional flexibility to pursue the second phase of the Clarendon Hill redevelopment.

Commissioner Mannion made a motion to approve the proposed revision to the SHA Section 8 Administrative Plan. Commissioner Lemard seconded the motion.

All in Favor: 5-0

- (e) Proposed revision to the SHA Admissions and Continued Occupancy Policy (ACOP).

Director of Admissions, Occupancy and Compliance Lisa Taylor reiterated the points made by D. Cohen during the discussion of Item 7(f).

Commissioner Mannion made a motion to approve the proposed revision to the SHA ACOP. Commissioner Lemard seconded the motion.

All in Favor: 5-0

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

9. ADJOURNMENT

Commissioner Zamer made a motion to adjourn at 5:19 p.m. Commissioner Lemard seconded the motion.

All in favor: 5-0

Diane L. Cohen

Diane L. Cohen
Executive Director

ATTEST

A True Copy

Documents presented during the Somerville Housing Authority Board Meeting on 9/17/2026.

- Agenda
- 1(a) Copy of minutes from the Regular Board Meeting – August 20, 2026
- Executive Director’s Report
 - Report: SHA Balance Sheets July 2026
 - Report: Tenant Selection Report – August 2026
 - Report: Vacancy Report August 2026
 - Report: Leased Housing
 - Report: Resident Services
 - Report: Public Safety
 - Report: Work Orders Issued: August 2026
 - Report: SHA Modernization Contract Log – Active Jobs September 2026
- New Business 7(a): Memo: FISH #274172 Mystic River Concrete Bump out Repairs Phase 3 - Change Order #1
- New Business 7(a): EOHLC Appendix C-18 Change Order
- New Business 7(b): Memo: Capen Court HVAC Controls Replacement Phase 2 Certificate of Final Completion - SHA#2518
- New Business 7(c): Memo: Weston Manor Rooftop Exhaust Fans Replacement Certificate of Final Completion - SHA#2514
- New Business 7(d): Memo: Proposed Revisions to the SHA Section 8 Administrative Plan
- New Business 7(e): Memo: Admission and Continued Occupancy Plan (ACOP): Revision