



EVERETT HOUSING AUTHORITY

393 FERRY STREET, EVERETT, MASSACHUSETTS 02149
PHONE (617) 387-6389 FAX (617) 389-4936
TDD (800) 545-1833 Ext. 111

Board of Commissioners

Dominic Puleo
Chairperson
John Barrett
Philip Colameta
Robert Norton

Stephen Kergo
Executive Director

NOTICE OF THE REGULAR MEETING

Notice is hereby given in accordance with General Laws, Chapter 39, Section 23A, B and C, that a Regular Meeting of the Everett Housing Authority will be held at 5:00 PM on Tuesday November 24, 2020. The EHA will meet virtually, due to social distancing guidelines related to the COVID-19 state of emergency; this meeting will be held remotely not at the EHA's offices. The public is invited to view and /or listen to the meeting via phone, computer, laptop or tablet. To do so, download the "GoToMeeting" app in the any app store or at www.gotomeeting.com. At 5:00 pm on Tuesday November 24, 2020, if you are using the App, enter the meeting ID number 797.784.829 and click the JOIN button. If you are using the website, click on the "Join" link in the upper right-hand corner, enter the meeting ID number and click the Join Button. The meeting link is <https://global.gotomeeting.com/join/>. You may also join by calling conference line by dialing in using your phone as (Toll Free): 1-866-899-4679, then enter Access code: 797.784.829 followed by the # sign. The Chairman reasonably anticipates the following items will be discussed:

Approval of Minutes:

Executive Director's Report:

Old Business:

- A. **Resolution 2020-29:** To approve and authorized the Executive Director to execute a Certificate of Final Completion on the Gledhill Stair Replacement project FISH No. 093079 with a Final Payment of Sixteen Thousand Five Hundred Two Dollars and Three Cents, (\$16,502.03) to DaMazio Builders, Inc. This Vote corrects the Final Payment amount previously approved.

New Business:

- A. Discussion with James Griffin, Fee Accountant on FY20 and FY21 Budget.
- B. **Resolution 2020-35:** To approve Certification for Year-End Processing for Fiscal Year 2020 to include the following:
1. Certification of Compliance with notification procedures for Federal and State Lead-Paint Laws.
 2. Certification of the Top 5 Compensation Form.
 3. Certification of the Year-End Financial Statements.
- C. **Resolution 2020-36:** To approve and authorize the Chairman to execute the FY2021 Chapter 400-1 Operating Budget; and Subject to approval of the Department of Housing and Community Development.
- D. **Resolution 2020-37:** To approve and authorized the Chairman to execute the FY2021 Mass Rental Voucher Program Operating Budget; and subject to the review and approval of the Department of Housing and Community Development.

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EVERETT, MA
CITY CLERK'S OFFICE



Equal Housing Opportunity



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- E. **Resolution 2020-38:** To approve and authorized the FY 2021 Housing Choice Voucher Section 8 Program Operating Budget.
- F. **Resolution 2020-39:** To approve and authorized the Executive Director to execute a Certificate of Substantial Completion with WPI Construction, Inc., for the Chapter 200-3 Roof Replacement and Chimney Repairs Project, FISH No.093074, effective October 21. 2020; with a payment of Four Hundred Fifty Seven Thousand Nine Hundred Dollars, (\$457,900.00); and subject to the review and approval of the Department of Housing and Community Development.
- G. **Resolution 2020-40:** To approve and authorized the Executive Director to execute a Certificate of Final Completion with WPI Construction, Inc. for the Chapter 200-3 Roof Replacement and Chimney Repairs Project, FISH No. 093074, with a Final payment of Twenty Four Thousand One Hundred Dollars (\$24,100.00); and subject to the review and approval of the Department of Housing Community Development.
- H. **Resolution 2020-41:** To approve the Chairman and the Executive Director as authorized Contract Officers for all current and future construction projects through December 31, 2021.

Discussion:

- A. Concerning Attorney General Open Meeting Law Complaint Received on November 12, 2020. To review the Everett Housing Authority response options.
- B. To discuss the idea of adding required Certification to the Monthly Calendar; as mentioned at the October Regular Meeting.

Adjournment Posted in accordance with the provisions of Mass. General Laws Chapter 30A - Sections 18-25

on Nov. 19, 2020 at 4pm
Attest: [Signature]

City Clerk

Everett Housing Authority

By: [Signature]
Secretary & Executive Director

11/18/2020
Date

2020 NOV 19 P 4:00
CITY CLERK'S OFFICE
EVERETT, MA



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