



# 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  
Damain Allen  
  
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 December 19, 2023 at the offices of the Authority, 393 Ferry Street, in the City of Everett, Massachusetts. The chairman reasonably anticipates the following items will be discussed:*

- I. Roll Call:
- II. Minutes: To accept the minutes of the Regular Meeting of November 21, 2023.
- III. Executive Director's Report: To accept the Executive Director's Report.
- IV. Old Business: None
- V. New Business:
  - A. Resolution No. 2023-45: To accept as the lowest responsive bidder for the Inspection Service Bid of November 16, 2023, JES Inspections of Watertown, MA; and to authorize the Executive Director to enter into a three (3) year contract with said company.
  - B. Resolution No. 2023-46: To accept as the highest responsive bidder for the Laundry Services Bid of November 16, 2023, Automatic Laundry Services of West Newton; and to authorize the Executive Director to enter into a here (3) year contract with said company.
  - C. Resolution No. 2023-47: To approve and authorize the Drug and Alcohol Policy amendment to the Personnel Policy.
  - D. Resolution No. 2023-48: To approve and authorize the Executive Director to sign an Engagement Letter for Fee Accountant services with Gordon/Griffin LLC FY24 for a cost of \$31,500.

EVERETT CITY CLERK'S OFFICE  
REC'D 2023 DEC 14 PM 1:33

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Equal Housing Opportunity



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- E. **Resolution No. 2023-49:** To authorize and assign the Chairman and Executive Director as Contract Officers for Capital projects until December 30, 2026.
- F. **Resolution No. 2023-50:** To accept and authorize the low bidder for the Truck Bid, Colonial Municipal Group in the amount of One Hundred Eighteen Thousand, Six Hundred Ninety-Seven Dollars and Forty-Six cents (\$118,697.46) for two 2024 Ford F250 with Plows.
- G. **Resolution No. 2023-51:** To approve and authorize the adoption of FY2024 Payment Standards at 100% for Everett and all areas outside the city of Everett, MA, where the EHA may operate, effective for February 1, 2024. EHA's Payment Standards will be 100% of HUD's FMR by bedroom size for each community located within each HUD Metro FMR Area in which EHA administers vouchers effective February 1, 2024.
- H. **Resolution No. 2023-52:** To approve and authorize the Executive Director's recommendation for the filling of the Groundskeeper/Custodian position.

*To consider any other business the Board of Commissioners might introduce.*  
Adjournment.

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

on December 14 at 1:33 pm

Attest: *Stephine Comello*  
City Clerk

Everett Housing Authority

By: *[Signature]*  
Secretary & Executive Director

12/13/2023

Date



Equal Housing Opportunity