



EVERETT HOUSING AUTHORITY

393 FERRY STREET, EVERETT, MASSACHUSETTS 02149
PHONE (617) 387-6389 FAX (617) 389-4936

Board of Commissioners
Dominic Puleo
Chairperson
Damaian Allen
John Barrett
Philip Colameta
Stephen Kergo
Executive Director

NOTICE OF THE REGULAR MEETING

Notice is hereby given by 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 26, 2024, 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 October 22, 2024.
- III. **Executive Director's Report:** To accept the Executive Director's Report.
- IV. **Old Business:**
 - A. **Discussion:** Related to upgrading maintenance software to allow for a tenant portal
 - B. **Discussion:** Related to a tenant communication plan.
- V. **New Business:**
 - A. **Resolution 2024-52:** To approve and authorize the Board of Commissioners to certify the Certification for Year-End Processing for Fiscal Year 2024 to include the following:
 - i. Certification of Compliance with notification procedures for Federal and State Lead Paint Laws.
 - ii. Certification of the Top 5 Compensation Form.
 - iii. Certification of the Year- End Financial Statements, and
 - iv. Certification of the Executive Office of Housing and Livable Communities Annual Wage Match procedures.
 - B. **Resolution 2024-53:** To approve the recommendation of the Executive Director to promote Nicholas Olsen to Maintenance Mechanic Grade II on December 1, 2024.
 - C. **Resolution 2024-54:** To approve Fee Amendment No. 1 with total costs of One Thousand, Nine Hundred Thirty-Seven Dollars and Fifty Cents (\$1,937.50) for the Design contract for Nangle Engineering, Inc. for the Emergency Generator Replacement Project FISH No. 093090; subject to the review and approval of the Executive Office of Housing and Livable Communities.
 - D. **Resolution 2024-55:** To approve and authorize the Executive Director to execute the Certificate of Substantial Completion with a completion date of September 25, 2024, for the 667/2 Glendale Towers Lateral Conductors Project.
 - E. **Resolution 2024-56:** To approve the recommendation of the Executive Director for the filling of the Groundskeeper/Custodian position.

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

EVERETT CITY CLERK'S OFFICE
REC'D 2024 NOV 21 AM 9:57

30A - Sections 18-25

November 21 at 9:57 am

Seamus Connelley
City Clerk

Everett Housing Authority

By: *[Signature]*
Secretary & Executive Director

11/21/2024

Date



Equal Housing Opportunity