

**NOTE: THE MEETING IS BEING HELD AT THE SHA ADMINISTRATIVE BUILDING  
AND REMOTELY VIA GOTOMEETING**  
**AGENDA**

REGULAR MEETING OF THE SOMERVILLE HOUSING AUTHORITY  
AUGUST 24, 2023

1. MEETING CALLED TO ORDER AND SALUTE TO THE FLAG OF THE UNITED STATES OF AMERICA at **4:00 p.m.**

Joe Capuano  
Eleanor Rances  
Adeleine Mannion  
James Zamer

2. APPROVAL OF MINUTES OF PREVIOUS MEETING

- (a) No meeting held in July.

3. COMMUNICATIONS

- (a) Letter from Executive Office of Housing and Livable Communities (EOHLC) Division of Housing Development dated August 9, 2023, confirming a subsidy layering review for Waterworks II has been completed. The EOHLC has approved SHA to attach project-based assistance to 21 affordable rental housing units.

- (b) Letter from the U.S. Department of Housing and Urban Development (HUD) dated July 20, 2023, notifying SHA that their overall Section 8 Management Assessment Program (SEMAP) score for Fiscal Year ending 3/31/2023 is 93%. SHA is designated as a High Performer.

4. RESIDENT CONCERNS

5. REPORT OF THE EXECUTIVE DIRECTOR (**Roll Call Vote Required**)

6. NEW BUSINESS

- (a) Consideration of request by the Executive Director to adopt the City of Somerville's Code of Conduct for Board, Commission and Committee Members.

- (b) Consideration of request by the Executive Director to appoint the following employees permanent:
  - Nancy Melendez, Tenant Selection Assistant
  - Paul King, Painter
  - Chris Houghton, Mechanic Aide
  - Alqi Dinka, Maintenance Mechanic
- (c) Consideration of request by the Executive Director to approve the State quarterly reports for the quarter ending 6/30/2023.
- (d) Consideration of request by the Executive Director to write off Somerville Housing Authority tenant account receivable balance in the amount of \$38,101.
- (e) Consideration of request by the Executive Director to enter into a contract with Shea's Center Inc. for Countertop Services development wide for SHA Job #2315 for the sum of \$58,000.
- (f) Consideration of request by the Executive Director to approve Change Order #01 to Edward Paige Corporation for a no cost time extension of 81 days due to unseen weather circumstances.
- (g) Consideration of request by the Executive Director to enter into an Electrical Services Contract with Singh Electric LLC for development wide labor at a cost not to exceed \$49,999.
- (h) Consideration of request by the Executive Director to appoint Chairman Capuano as Chairman of the SHA Support Corporation.
- (i) Consideration of request by the Executive Director to approve a rooftop lease with T-Mobile at Highland Garden.
- (j) Consideration of request by the Executive Director to adopt resolutions pertaining to the Waterworks II Project. **(Roll Call Vote Required)**.
- (k) Consideration of request by the Executive Director to enter into executive session to undertake Contract Negotiations. **(Roll Call Vote Required)**.
- 7. ANY OTHER MATTERS THAT MAY PROPERLY COME BEFORE THE BOARD
  - (a) Scheduling for next Regular Board Meeting: TBD
- 8. ADJOURNMENT