

The Minutes of the Regular Meeting of the Somerville Housing Authority (SHA) duly called and held on August 21, 2025.

The Regular Meeting of the Somerville Housing Authority was held in-person at the Mystic Activity Center at 530 Mystic Avenue, Somerville on Thursday, August 21, 2025, at 4:30 PM.

The Executive Director Diane L. Cohen called the roll at 4:33 PM. Upon roll call Commissioners present and absent were as follows:

PRESENT

ABSENT

Chairman Capuano

Comm. Mannion

Comm. Lemard

Comm. Rances

Vice-Chairman Zamer

Others in Attendance: Adam Garvey, Deputy Director; Arnaldo Velazquez, Director of Finance & Administration; Brian Langton, Director of Modernization; Shannon Bennett, Director of Resident Services; Matt Lincoln, Director of Leased Housing; Joe Macaluso, Development Consultant; Charlie Femino, Public Safety Consultant; Billy Rymill, Public Safety Officer; Joe Whalen, Maintenance Director; Emily Eschmann, Executive Secretary; Rey Santana, Mystic Tenant Association (MTA) Vice-President.

1. APPROVAL OF MINUTES

(a) Regular Board Meeting – July 24, 2025

Commissioner Mannion made a motion to approve the minutes of the Regular Board Meeting on July 24, 2025. Commissioner Lemard seconded the motion.

All in favor: 5-0

2. COMMUNITY INPUT/RESIDENT COUNCILS

MTA Vice-President Rey Santana stated that she had some concerns regarding Maintenance but understood they had a busy week assisting residents displaced from the Clarendon Hill fire.

3. COMMUNICATIONS

None this month.

4. EXECUTIVE DIRECTOR'S REPORT

D. Cohen offered to respond to any of the Board's questions regarding the monthly department reports. No questions were asked.

D. Cohen updated the Board about on-going efforts responding to a fire that occurred on August 10th around 11:15 PM at the Clarendon Hill development. She stated the fire began in a second-floor unit from an unattended candle. She thanked the first responders, the Maintenance Department and all SHA staff who provided a quick response and assisted with gathering items, replacing furniture, and preparing new units. She stated there has been great community support from the City of Somerville, Mystic Tenant Association, many housing authorities and other community members. D. Cohen stated that all families will be rehoused by Friday (August 22, 2025).

5. DEVELOPMENT UPDATE (IF NECESSARY)

Development Consultant Joe Macaluso updated the Board regarding ongoing development projects. He stated engineers are continuing to test Waterworks II for the cause of contamination delaying occupancy. He stated the engineers are using a process of elimination by testing different contaminants. He's hoping for a quick resolution to provide units for those in need and to ensure all financial obligations are met for the tax credit program.

J. Macaluso informed the Board that an unfavorable draft decision was issued by the Massachusetts Department of Labor Standards (DLS) following a recent hearing concerning whether the offsite construction of prefabricated modular housing units for Phase 1 of the Clarendon Hill redevelopment is subject to the prevailing wage. He stated D. Cohen would inform the Board when an executive session is needed to discuss litigation regarding the matter.

J. Macaluso highlighted that Maintenance has been doing a great job with upkeep of the grounds at all SHA properties.

6. PUBLIC SAFETY UPDATE (IF NECESSARY)

Public Safety Consultant Charlie Femino stated that meetings with the elderly buildings regarding the Public Safety Survey have concluded and that he intends to meet with the family developments in early September. He stated the data and feedback have helped to create a roadmap for positive change of the Public Safety Department. He informed the Board that he hopes to hire new officers soon.

7. NEW BUSINESS

(a) Permanent status of Mark O'Meara, Working Foreman.

Director of Maintenance Joe Whalen stated that Mark has been a vital employee at SHA for over 15 years. He stated he began at SHA as a plumber and is one of the most dependable employees he's ever worked with.

Commissioner Zamer made a motion to approve the permanent status of Mark O'Meara, Working Foreman. Commissioner Mannion seconded the motion.

All in favor: 5-0

(b) Permanent status of Chris Houghton, Painter.

J. Whalen stated Chris was previously a Maintenance Mechanic and has been doing a great job as a painter.

Commissioner Mannion made a motion to approve the permanent status of Chris Houghton, Painter. Commissioner seconded the motion.

All in favor: 5-0

(c) Certificate of Substantial Completion for Mystic View Roof Replacement Phase 4 to Corolla Contracting, Inc.

Director of Modernization Brian Langton stated this Certificate is for the last phase of roof updates with 50-year shingles at the Mystic View development.

Commissioner Mannion made a motion to approve the Certificate of Substantial Completion for the Mystic View Roof Replacement Phase 4 to Corolla Contracting, Inc. Commissioner Zamer seconded the motion.

All in favor: 5-0

(d) Certificate of Final Completion and Payment for Mystic View Roof Replacement Phase 4 to Corolla Contracting, Inc.

Commissioner Lemard made a motion to approve the Certificate of Final Completion and Payment for the Mystic View Roof Replacement Phase 4 to Corolla Contracting, Inc. for the sum of \$28,312. Commissioner Mannion seconded the motion.

All in favor: 5-0

(e) Design Contract with GCG Associates to design, procure and oversee the repaving of the Hagan Manor parking lot.

B. Langton stated the parking lot at Hagan Manor needs repair. He stated GCG will design and oversee the parking lot update.

Commissioner Rances made a motion to enter a contract with GCG Associates to design, procure and oversee the repaving of the Hagan Manor parking lot for the sum of \$14,900. Commissioner Mannion seconded the motion.

All in favor: 5-0

- (f) Certificate of Substantial Completion for the Bryant Manor Exterior Power Wash project to TM Construction Management.

B. Langton stated Bryant Manor had significant urban grime due to its location. He stated the power washing is now complete and looks like a new building.

Commissioner Zamer made a motion to approve the Certificate of Substantial Completion for the Bryant Manor Exterior Power Wash project to TM Construction Management. Commissioner Lemard seconded the motion.

All in favor: 5-0

- (g) Certificate of Final Completion and Payment for the Bryant Manor Exterior Power Wash project to TM Construction Management.

Commissioner Lemard made a motion to approve the Certificate of Final Completion and Payment for the Bryant Manor Exterior Power Wash project to TM Construction Management for the sum of \$219,750. Commissioner Rances 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.

D. Cohen informed the Board that she recently met with Justice for Housing to discuss set-aside public housing units for people who were previously incarcerated. She stated this program will help those facing barriers to obtain housing due to their criminal records. Additionally, she informed that Board that she extended an invitation to HUD's Regional Administrator for New England Michael Banks.

Director of Finance and Administration Arnaldo Velazquez stated that he will have an update on the financials next month.

9. ADJOURNMENT

Commissioner Lemard made a motion to adjourn at 4:56 p.m. Commissioner Mannion 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 August 21, 2025.

- Agenda
- Copy of minutes from the Regular Board Meeting – July 24, 2025
- Executive Director’s Report
 - Report: Financial Statements – June 2025
 - Report: Tenant Selection Report – July 2025: Public Housing and Leased Housing Waitlists
 - Report: Vacancy Report July 2025
 - Report: Section 8 Voucher Utilization & Spending Projection Reports as of August 2025
 - Report: Resident Services July 2025
 - Report: Public Safety – July 2025
 - Report: Work Orders Issued: July 2025
 - Report: SHA Modernization Contract Log – Active Jobs August 2025
- New Business 7(a): Memo: Mark O’Meara (Permanent Working Foreman Recommendation)
- New Business 7(b): Memo: Chris Houghton (Permanent Painter Recommendation)
- New Business 7(c) Memo: Mystic View Roof Replacement Phase 4 Certification of Substantial Completion SHA Job #2501
- New Business 7(c): CERTIFICATE OF SUBSTANTIAL COMPLETION - Corolla Contracting, Inc.
- New Business 7(d): Memo: Certificate of Final Completion Mystic View Roof Replacement Phase 4 - SHA Job #2501
- New Business 7(d): CERTIFICATE OF FINAL COMPLETION - Corolla Contracting Inc
- New Business 7(e): Hagan Manor Parking Lot Improvements Contract
- New Business 7(e): Contract for Designer Services
- New Business 7(f): Bryant Manor Exterior Powerwash Certificate of Substantial Completion – SHA Job #2320
- New Business 7(f): CERTIFICATE OF SUBSTANTIAL COMPLETION - TM Construction Management
- New Business 7(g): Certificate of Final Completion Bryant Manor Exterior Power Wash - SHA Job #2320
- New Business 7(g): CERTIFICATE OF FINAL COMPLETION - TM Construction Management