

The Minutes of the Regular Meeting of the Somerville Housing Authority (SHA) duly called and held on August 20, 2026.

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 20, 2026, at 4:00 PM.

The Executive Director Diane L. Cohen called the roll at 4:01 p.m. Upon roll call Commissioners present and absent were as follows:

PRESENT

Joseph Capuano
Eleanor Rances
Adeleine Mannion

ABSENT

James Zamer

Dennis Lemard (Arrived at 4 :07 p.m.)

Others in Attendance: Adam Garvey, Deputy Director; Arnaldo Velazquez, Director of Finance & Administration; Matt Lincoln, Director of Leased Housing; Shannon Bennett, Director of Resident Services; Brian Langton, Director of Modernization; Billy Rymill, SHA Public Safety; Andrew Rocha, Director of Operations; Joe Macaluso, Development Consultant; Charlie Femino, Public Safety Consultant; Ana Da Cruz, Mystic Tenant Association; Fatima DeChavez, Emily Eschmann, Executive Secretary.

1. APPROVAL OF MINUTES

(a) Regular Board Meeting – July 23, 2026

Commissioner Mannion made a motion to approve the minutes of Regular Board Meeting held on July 23, 2026. Commissioner Rances seconded the motion.
All in favor: 3-0

2. COMMUNITY INPUT/RESIDENT COUNCILS

None this month.

3. COMMUNICATIONS

None this month.

4. EXECUTIVE DIRECTOR'S REPORT

D. Cohen offered to respond to any questions from the Board regarding the monthly department reports. She provided an update on the SHA's financial position and ongoing efforts to address the projected Section 8 shortfall. She stated SHA participated in a shortfall prevention call and continues to work diligently to control the projected \$1.5 million shortfall. D. Cohen stated a waiver will be submitted as one potential strategy to address the shortfall. The waiver would involve lowering the payment standards; however, it is not expected to generate sufficient savings on its own and is being considered as one option among several. D. Cohen informed the Board that due to the shortfall, SHA cannot commit Project-Based Vouchers (PBVs) to redevelopment projects at this time. The Authority had anticipated obligating vouchers for Clarendon Hill Phase 2 but is unable to do so at this point. MRVP vouchers are being explored as an alternative option.

Director of Finance and Administration Arnaldo Velazquez provided an update on SHA's financials. Comparative financial information for the past two months, April and May, was provided and indicates that SHA has remained on budget during that period. A budget revision will be brought forward in future months. The delay in establishing the Department of Labor Standards (DLS) rates had impacted the budget process; those rates have now been resolved. A. Velazquez stated that the Finance Department will return to the fee accountant to review the figures and make necessary reallocations. Updated information will provide the Board with more accurate financial projections and budget numbers.

D. Cohen also noted that the Mystic Tenant Association (MTA) is planning a Gala and has begun fundraising efforts. D. Cohen reported that the MTA will also be attending the Mass Union Fall 2026 Convention, where SHA has been nominated for Housing Authority of the Year.

5. DEVELOPMENT UPDATE (IF NECESSARY)

D. Cohen reported that the Rockport Mortgage financing process is underway, with SHA conducting due diligence, providing requested documentation, and completing inspections. The financing process is expected to take approximately six to seven months before being brought before the Board for consideration.

D. Cohen reported that Waterworks II is proceeding toward closing. A. Velazquez added that the cost certification with the Executive Office of Housing and Livable Communities (EOHLC) is being finalized, followed by an audit, with closing anticipated in early October. D. Cohen also noted that planning is underway for the Waterworks II dedication scheduled for September, in coordination with Development Consultant J. Macaluso.

Regarding Clarendon Phase 2, J. Macaluso reported that the team is working through development logistics and addressing outstanding legal and financial matters involving the Preservation of Affordable Housing (POAH), including project financing.

D. Cohen and J. Macaluso continue to explore potential property acquisitions, although there have been no significant developments at this time. J. Macaluso reported that the Visting Nurse Association (VNA) has approached SHA regarding the potential sale of its property. The parties have met once and are conducting due diligence, with another meeting anticipated in early September. If feasible, the goal would be for SHA to acquire and control the entire Capen Court campus.

Finally, J. Macaluso reported that discussions are happening with Lighthouse regarding its potential work with SHA on the Authority's bond rating. The long-term goal is to strengthen SHA's financial capacity to acquire additional properties.

6. PUBLIC SAFETY UPDATE (IF NECESSARY)

D. Cohen, on behalf of Public Safety Consultant Charlie Femino, commended SHA staff for their participation and support during National Night Out, noting the strong staff presence and successful turnout at the event.

7. NEW BUSINESS

- (a) Professional services contract with Joseph Macaluso to provide Real Estate and Development Consulting Services.

D. Cohen recommended extending the professional services contract with Joseph Macaluso for an additional three years to provide Real Estate and Development Consulting Services. D. Cohen noted that J. Macaluso has been providing services to SHA since 2023 and has done an excellent job. She stated that his historical knowledge of the Authority's development projects, dating back to the commencement of the Clarendon project in 2016, has been invaluable and that SHA could not have gotten through the development process without his expertise. The proposed three-year contract was updated for standard requirements, with the scope of work remaining the same as the existing agreement.

Commissioner Rances made a motion to enter a professional services contract with Joseph Macaluso to provide Real Estate and Development Consulting Services.

Commissioner Mannion seconded the motion.

All in Favor: 4-0

- (b) Certificate of Substantial Completion to Davison Co., Inc for Capen Court HVAC Controls Phase 2 Project.

Director of Modernization Brian Langton reported that the Capen Court HVAC Controls Phase 2 Project is the second of two HVAC controls projects. The project included the replacement of actuators and thermostats and simplified the controls to make them easier for elderly residents to use. B. Langton noted that he worked directly with residents to assist them with the new controls. The remaining units and common areas have been completed, and a final walkthrough was conducted. The project is now substantially complete.

Commissioner Lemard made a motion to approve the Certificate of Substantial Completion to Davison Co., Inc for Capen Court HVAC Controls Phase 2 Project. Commissioner Mannion seconded the motion.

- (c) Certificate of Substantial Completion to Stallion Plumbing, Heating and Cooling for Weston Manor Rooftop Exhaust Fan Replacement project.

B. Langton reported that all kitchen and bathroom exhaust fans have been replaced, completing the project.

Commissioner Mannion made a motion to approve the Certificate of Substantial Completion to Stallion Plumbing, Heating and Cooling for Weston Manor Rooftop Exhaust Fan Replacement project. Commissioner Lemard seconded the motion.

- (d) Design contract with Delta Wye Critical Solutions, LLC for the Hagan Manor Elevator (2) Modernization project.

B. Langton reported that Requests for Proposals (RFPs) were issued for design services for the modernization of the two elevators at Hagan Manor. Five companies submitted proposals. Delta Wye Critical Solutions, LLC is an experienced firm that completed its proposal and design work within approximately four months. The overall project is anticipated to take approximately 18 months. B. Langton recommended awarding the design contract to Delta Wye Critical Solutions, LLC.

Commissioner Mannion made a motion to enter a Design contract with Delta Wye Critical Solutions, LLC for the Hagan Manor Elevator (2) Modernization project for the sum of \$168,000.00. Commissioner Rances seconded the motion.

8. OPEN SESSION for topics not reasonably anticipated by the Chair 48 hours in advance of the meeting.

9. ADJOURNMENT

Commissioner Mannion made a motion to adjourn at 4:19 p.m. Commissioner Lemard seconded the motion.

All in favor: 4-0

Diane L. Cohen

Diane L. Cohen
Executive Director

ATTEST

A True Copy

Documents presented during the Somerville Housing Authority Board Meeting on 8/20/2026.

- Agenda
- 1(a) Copy of minutes from the Regular Board Meeting – July 23, 2026
- Executive Director's Report
 - Report: SHA Balance Sheets May 2026
 - Report: Tenant Selection Report – July 2026
 - Report: Vacancy Report July 2026
 - Report: Leased Housing
 - Report: Resident Services
 - Report: Public Safety
 - Report: Work Orders Issued: July 2026
 - Report: SHA Modernization Contract Log – Active Jobs August 2026
- New Business 7(a): Professional Services Contract Somerville Housing Authority and Joseph Macaluso
- New Business 7(b): Memo: Certificate of Substantial Completion Capen Court HVAC Controls Phase 2b - SHA Job #2518
- New Business 7(b): Certificate of Substantial Completion for Davison Co., Inc
- New Business 7(c): Certificate of Substantial Completion Weston Manor Rooftop Exhaust Fan Replacement - SHA Job #2514
- New Business 7(c): Certificate of Substantial Completion for Stallion Plumbing, Heating, Cooling
- New Business 7(d): Memo: Hagan Manor Elevator Modernization Design Contract - SHA Job #2608
- New Business 7(d): Delta Wye Engineering Services Proposal