



DATE POSTED:

Town Clerk Use Only

MEETING NOTICE

POSTED IN ACCORDANCE WITH THE PROVISIONS OF MGL 30A § 20 Act relative to extending certain COVID-19 measures adopted during the state of emergency

Marblehead Housing Authority Board of Commissioners

Name of Board/Committee

HYBRID MEETING

Address: Marblehead Housing Authority, 26 Rowland Street, Marblehead, MA 01945, ROOM: Community Room –OR–

By Zoom webinar

When: Jan 20, 2026 04:00 PM Eastern Time (US and Canada)

Topic: Marblehead Housing Authority Board of Commissioners

Join from PC, Mac, iPad, or Android:

<https://us02web.zoom.us/j/88225218022?pwd=IRPrI9X5tqH1KtWyRlilYmzpKFZXg3.1>

Passcode:871437

Phone one-tap:

+13092053325,,88225218022#,,,,*871437# US

+13126266799,,88225218022#,,,,*871437# US (Chicago)

Join via audio:

+1 309 205 3325 US

+1 253 205 0468 US

Webinar ID: 882 2521 8022

Passcode: 871437

Tuesday	January	20	2026	4:00 pm
Day of week	Month	Date	Year	Time

Agenda or Topics to be discussed listed below (That the chair reasonably anticipates will be discussed)

*All the reports and supporting documents related to this meeting can be found on www.marbleheadha.org

1. Roll Call

2. Approval of Minutes of Regular Meeting held on December 16, 2025 at 4pm.
3. Public Participation
4. Report of the Executive Director
5. Communications
 - Modernization Report, Work Order Report, Move in Move Out Report, Vacancy Report, State-wide waitlist Data Report, Service Coordinator Report
6. Items from Commissioners
7. Report from Committees
8. Broughton Road Redevelopment Updates
9. New Business Items that Involve Discussion by the Board or Votes
 - a. Board Vote-Bills/Payment transactions for the Agency for December 2025.
 - b. Board Vote-Financial Statements as provided by Fenten Ewald and Associates for period ending 11/30/25.
 - c. Board Vote-Approval of Lowest Bidder, GVW, Inc for the Fire Escape Repaint/Walkway Site Work at Farrell Court, Project #168128 in the amount of \$394,435.00
 - d. Collection of Losses and Write Offs for Period Ending 12/31/2025
 - e. Board Vote-Renewal of Management Services Agreement with Salem Housing Authority
 - f. Adjournment

Hybrid Meeting Notice: Members of the public are welcome to attend this in-person at the Marblehead Housing Authority Roads School Community Room, 26 Rowland Street, Marblehead, MA 01945 or by the remote zoom connection provided. Please note that the in-person meeting will not be suspended or terminated if technological problems interrupt the remote connection.

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Jenn Schaeffner
 Posted by: Cathy Hoog
 Date: January 13, 2026

**MINUTES OF THE
REGULAR MEETING
FOR THE MARBLEHEAD HOUSING AUTHORITY
Tuesday December 16, 2025
4:00 p.m.**

1. Called Meeting to Order at 6:00 p.m.

2. Roll Call

Present

Jenn Schaeffner
Bill Kuker
Terri Tauro
Kristin duBay Horton
Jean Eldridge

Absent

Also Present: Cathy Hoog, Executive Director, Gary Dean, Director of Maintenance

- 3. Approval of Minutes** of Regular meeting held on November 18, 2025-A motion was made by Jean Eldridge to accept the minutes as presented and seconded by Bill Kuker and the vote was as follows:

Ayes

Jenn Schaeffner
Bill Kuker
Terri Tauro
Kristin duBay Horton
Jean Eldridge

Nayes

4. Tenant/Public Engagement

Jeanette Baker, Powderhouse Court- she shares her opinion that Robert Lambert, should attend a Board meeting. Jeanette compliments the Superior Landscaping company, stating they did a wonderful job on the property.

Jeanette makes suggestions for the recertification packet, said she'd volunteer to be on a committee and provide feedback to better organize it.

Linda Roderio, Green Street Court-shares how a recent interaction with the new Housing Manager took place as she reported that people in her development do not follow the lease and are smoking. ED thanked her for reporting it and reviewed the Authority's process for managing lease violations, including smoking.

Carol Easthope, Farrell Court-Shares that she is an ex-smoker and how difficult it is to quit smoking, suggests sharing resources with people. ED discussed the type of resources and support that are shared, offered to people who are smoking on property.

5. Executive Director Report

Cathy Hoog summarized Executive Director Report and gave Board members an opportunity to ask questions.

6. Communications

MHA Department Reports (Move In, Move Out, Modernization Report, Completed Work Orders, Resident Services Report, Champ Data Report-ED summarized the reports asking Board members if they have any questions.

7. Items from the Commissioners

Bill Kuker asked if we can distribute a "how to" document for filling a work order. Gary Dean explained how MHA would be rolling out a new document soon, and that we will have a dedicated phone line for work orders. More to come on this soon. Bill also asks about the Coffin School in Marblehead and where things stand with the Town. Jenn Schaeffner shares the updates to date.

Kristin duBay Horton suggests getting thermometers with the Maintenance phone number on it for residents as a tool to use when they call in work orders so they can look at it and report current temperature in the unit.

8. Report from Committees

Terri Tauro provides an update regarding the recent Town Hall style resident meeting at Roads School and shares how having three members present could be a conflict that would like to avoid. Terri shares how the meeting went well and reiterates the purpose of the meeting as an opportunity for residents to speak with commissioners in a more relaxed setting. Terri shares that she's thinking of having office hours separate for commissioners where residents can drop in. She will update as this evolves.

9. Broughton Road Redevelopment Updates

Cathy Sheehan shares information about how MHA and the Winn team met with EOHLIC to discuss the recent Public Housing Innovations NOFA to get a better understanding of options in the future considering no vouchers are available at this time. That discussion also involved use of faircloth authority at a state-aided agency as a potential source of funds.

ED also shared that a meeting with HUD will happen in the coming weeks to get clarification and gain better understanding of the use of faircloth authority between agencies in Massachusetts.

ED also states that the team is still reviewing the LDDA along with funding sources.

10. New Business

a. Board Vote-Vendor Payment Bills for Period of November 2025.

Bill Kuker motioned to approve the Vendor payments for period ending November 2025 which was seconded by Jean Eldridge. The vote was as follows:

Ayes

Nayes

Jenn Schaeffner
Bill Kuker
Terri Tauro
Kristin duBay Horton
Jean Eldridge

- b. Board Vote-Monthly financial statements as provided by Fenten Ewald and Associates for month ending 11/3/25. No vote was taken as the statements were not ready for this meeting and not presented.
- c. Board Vote-Certificate of Substantial and Final Completion for MJS Construction for New Lock sets project.

A motion was made by Terri Taura which was seconded by Bill Kuker to accept the certificate of substantial and final completion as presented and the vote was as follows:

Ayes
 Jenn Schaeffner
 Bill Kuker
 Terri Tauro
 Kristin duBay Horton
 Jean Eldridge

Nayes

- d. Board Vote-Contract for Financial Assistance #5010 in the amount of \$911,500.00 for Sustainability grant award for Farrell Court heating/cooling electrification project. A motion was made by Terri Tauro, which was seconded by Kristin duBay Horton and the vote was as follows:

Ayes
 Jenn Schaeffner
 Bill Kuker
 Terri Tauro
 Kristin duBay Horton
 Jean Eldridge

Nayes

- e. Board Vote-Statewide Commercial Insurance Participation Agreement- A motion was made by Bill Kuker which was seconded by Terri Tauro to accept the participation agreement as presented. The vote was as follows:

Ayes
 Jenn Schaeffner

Nayes

Bill Kuker
Terri Tauro
Kristin duBay Horton
Jean Eldridge

- f. Board Discussion-Renewal of Management Services Agreement with the Salem Housing Authority

A discussion ensued amongst the Board members on the agreement contract and an extension. Board discussed how a presentation on benchmarks at the next meeting would be helpful and that the Board would ask for any feedback from residents in the meeting.

11. Board Vote-Adjournment

Bill Kuker motioned to adjourn the meeting at 5:33 PM which was seconded by Jean Eldridge. The vote was as follows:

Ayes
Jenn Schaeffner
Bill Kuker
Terri Tauro
Kristin duBay Horton
Jean Eldridge

Nays

Chair Schaeffner adjourned the meeting at 5:33 pm.

Respectfully Submitted,

Cathy Sheehan

Cathy Sheehan, Executive Director

Executive Director Summary

January 2026

Administration/Personnel

- “Future Forward” individual enrollment/goal setting completed for nine families. Enrollment will be ongoing. One family has begun earning escrow!
- Board packages include data related to performance and financial audits as well as resident surveys and grant fund awards from 2021 to present.

Financial

- MHA Financials are in good standing. **See Financial reports included for specific details on monthly financials.**

Broughton Road Redevelopment Updates

The team is further evaluating funding for the project. The Public Housing Innovations Grant was submitted this month for pre-development funding.

A design presentation for Board to take place in the coming weeks.

Funding Awards Summary for Period 2024-2025

- MHA and AgeSpan applied for funding for a supportive living program which would provide onsite Service Coordination and assisted living supports like community meals and onsite attendants for personal care services. The site chosen for the application was Farrell Court. **The application was funded**
- MHA RSC application for increased funding was awarded! **\$60,000.00**
- ED submitted Mass Housing Partnership grant for technical assistance to help MHA cover costs associated with legal/consulting fees in development of Memorandum of Understanding (MOU) for any chosen developer for Broughton Road redevelopment exploration. The application was funded **\$35,000.00**
- A Shade for Friends Grant was submitted last Fall in partnership with the Rotary Club. The grant was awarded, **two benches and three new trees were installed and planted at Farrell Court in the Spring. A ribbon cutting celebration event will take place on June 5 at 3pm**

- State Self-Sufficiency Grant application in partnership with Salem HA was submitted in March 2025, the grant application was awarded, \$100,000/annually.
- Laura Veligor submitted a funding request to Marblehead Female Humane and Making Ends Meet for supplemental funding to support the Mobile Salem Food Pantry for our residents. **Both applications were successful and funded \$6,600.**
- **MAPC (Metropolitan Area Planning Council) Accelerating Climate Resilience grant MHA submitted in conjunction with the Town and Sustainable Marblehead was awarded \$80,000 for our “Resilient by Design Cooling Marblehead’s Housing for the Future”.** Funds for design services for Farrell Court, Barnard Hawkes Court and Green Street Court to design exterior cooling features for outdoor gathering.
- Winn and MHA planning submissions to the Town for HOME Funds in addition to Affordable Housing Trust funds.
- Submission for Sustainable Initiative Funds for heating/cooling submitted to EOHLIC in November for Farrell Court electrification project. The grant was awarded in the amount of \$911,500!

Property/Modernization

- **224 Work orders** logged for past month.
- See **work order reports, vacancy report and move in/move out reports for information related to work order data and public housing vacancies/move ins.**
- See **modernization report** for specific project modernization information. **6 projects are in motion. Lowest bidder for Fire Escape upgrades presented this month.**
- 150 applications are being worked for remaining offers.
- See **Champ Data report** for information related to list pulls and offers made to date.
- **2 new admissions** to public housing.
- **3 Vacancies- all have offers**
- **See additional data in packet**

- **Residents and Community**
- 4 new referrals made this month to the Resident Services Coordinator, 288 contacts made overall for the month.
- Huge thank you to Laura for organizing a wonderful event on December 30th at the Masonic Lodge, fun was had by all to celebrate the New Year.
- Ongoing programs for residents include-
Community coffee hours with Lt. Ostrovitz
Chair Yoga and Meditation
Community Bingo
- For more detailed information related to contacts made, please see the **Resident Services Coordinator monthly report.**

MHA MODERNIZATION (Capital Projects)

168124

New Locks Development Wide (4 developments) – 667-2, 3, 4, 5

\$139,150.00 – Proposed Budget

EOHLC – David Cann

Architect – Andy Brockway

Provide optimum security for the residents and a reliable and universal key control system for the authority. The key control system is an important component of the Authority's overall security system

8/5 – work order and Schematic design submitted in Caphub

10/5 – almost ready to go out to bid – need board vote on proprietary key

11/27 – Ads were placed accordingly

12/6 – site walkthrough with the architect

5/13 – Bid was won by MJS construction –

6/11 – Preconstruction meeting and pre con walkthroughs have been held and continue

7/1 – site visit by MJS and Brockway held to finalize work

10/15 – Walkthrough completed – punchlist completed

11/15 – Substantially Complete

12/5 – Final Completion

168128

Fire Escape Repaint/Walkway site work – 667-3

\$288,000 – Proposed Budget

EOHLC – SV Design llc

Looking at the fire escape and rear walkways at Old Farrell Court

12/20/24 - Preliminary work with Jim McGurdy – EOHLC

03/06/25 – Meeting with Stefano Basso at the site to look at the site conditions

5/28/25 - Designs were submitted to EOHLC for approval

9/2/2025 – EOHLC approved drawings – working on advertisements and dates

10/22/25 – Site walkthrough Scheduled

12/1/25 – Additional site walkthrough

1/6/26 – Low Bidder was approved by EOHLC

168127

New Potable Water System – 667-3, 667-4

\$644,000 – Proposed Budget

EOHLC – Crowley Engineering

Replacement of the POTABLE hot water system at old and new Farrell court

1/8/2025 - Preliminary work with Marcel Dumitrescu – EOHLC

6/29/2025 – design documents uploaded to CapHub

MHA MODERNIZATION (Capital Projects)

12/5/2025 – Boiler Replaced

12/5/2025 – Electrification Project Granted for this property

168129

Routine Turnover

\$44,400.00 – Proposed Budget

168130

Sump Pump Upgrades – 667-2, 3, 4

\$103,950.00 – Proposed Budget

RCAT – Tricia Halpin – Rogue Engineering and Design

Upgrading and replacing the sump pumps and selective piping throughout the properties.

1/20 – investigatory meeting

168131

Intercom Systems – 667-2, 667-3, 667-4

\$295,000.00 – Proposed Budget

EOHLC – Marcel Dumitres

Upgrade and installation of the Intercom Systems for three properties

1/7 – investigatory meeting

168132

Mechanical Room Door and Vent Cover replacement – 667-1, 2

\$52,230.00 – Proposed Budget

RCAT – Tricia Halpin – Vance Architects

Replacing the mechanical room door and the basement / crawlspace vent covers

1/20 – investigatory meeting

168133

Ventilation of attics and basements – 667-3, 4

\$170,550.00 – Proposed Budget

RCAT – Tricia Halpin – Vance Architects

Repairing or replacing or adding ventilation to the attic and crawlspace areas at the two properties.

1/20 – investigatory meeting

MHA MODERNIZATION (Capital Projects)

168134

Dry Sprinkler System Renovations – 667-5

\$129,570.00 – Proposed Budget

RCAT - Tricia Halpin – Rogue Engineering and Design

Repairing or replacing the components of the Dry System Sprinkler and piping

168135

EMERGENCY – DCAMM – underground heat pipe replacement

\$84,705.00 – Proposed Budget

MHA – Gary Dean

Replacing a broken section of heat pipe. Repaving the area.

**Marblehead Housing Authority
Work Order Complete/Incomplete Report**

Program(s): State 667
 Project(s): 667-2 Green Street Court
 Status: All, Status Included: Emergency, Urgent, Routine, Preventive, Vacant, Inspection UPCS, Contract, Inspection Other, Employee:
 All, Created From: 12/1/2025, Created Through: 1/1/2026, Completed From: 1/1/1900, Completed Through: 12/31/9999

Work Order By Priority					
Priority	Count	Incomplete	Complete	Tot. Days	Avg. Days
Emergency	19	0	19	8.65	0.46
Routine	18	2	16	20.47	1.28
Totals:	37	2	35	29.12	0.83

Work Order By Employee					
Assigned Employee	Count	Incomplete	Complete	Tot. Days	Avg. Days
Brian Sauvageau	13	2	11	16.42	1.49
Kevin Vazquez	3	0	3	1.17	0.39
Steve Abramo	1	0	1	0.54	0.54
Tim Collins	2	0	2	1.21	0.61
TJ Russell	19	0	19	9.78	0.51
Totals:	37	2	35	29.12	0.83

**Marblehead Housing Authority
Work Order Complete/Incomplete Report**

Program(s): State 667
 Project(s): 667-1 Powder House Court
 Status: All, Status Included: Emergency, Urgent, Routine, Preventive, Vacant, Inspection UPCS, Contract, Inspection Other, Employee:
 All, Created From: 12/1/2025, Created Through: 1/1/2026, Completed From: 1/1/1900, Completed Through: 12/31/9999

Work Order By Priority					
Priority	Count	Incomplete	Complete	Tot. Days	Avg. Days
Emergency	4	0	4	0.25	0.06
Routine	8	1	7	1.82	0.26
Totals:	12	1	11	2.07	0.19

Work Order By Employee					
Assigned Employee	Count	Incomplete	Complete	Tot. Days	Avg. Days
Brian Sauvageau	5	1	4	0.66	0.17
Tim Collins	2	0	2	1.12	0.56
TJ Russell	5	0	5	0.29	0.06
Totals:	12	1	11	2.07	0.19

224 Total work orders completed this month.

Marblehead Housing Authority Work Order Complete/Incomplete Report

Program(s): State 667

Project(s): 667-4 Farrell Court

Status: All, Status Included: Emergency, Urgent, Routine, Preventive, Vacant, Inspection UPCS, Contract, Inspection Other, Employee: All, Created From: 12/1/2025, Created Through: 1/1/2026, Completed From: 1/1/1900, Completed Through: 12/31/9999

Work Order By Priority					
Priority	Count	Incomplete	Complete	Tot. Days	Avg. Days
Emergency	5	0	5	0.16	0.03
Routine	51	1	50	45.74	0.91
Preventive	7	0	7	180.13	25.73
Inspection UPCS	2	0	2	0.25	0.13
Totals:	65	1	64	226.28	3.54

Work Order By Employee					
Assigned Employee	Count	Incomplete	Complete	Tot. Days	Avg. Days
Brian Sauvageau	2	0	2	0.37	0.19
Kevin Vazquez	6	0	6	24.33	4.06
Tim Collins	9	1	8	17.42	2.18
TJ Russell	49	0	49	184.16	3.76
Totals:	65	1	64	226.28	3.54

Marblehead Housing Authority Work Order Complete/Incomplete Report

Program(s): State 667

Project(s): 667-3 Farrell Court

Status: All, Status Included: Emergency, Urgent, Routine, Preventive, Vacant, Inspection UPCS, Contract, Inspection Other, Employee: All, Created From: 12/1/2025, Created Through: 1/1/2026, Completed From: 1/1/1900, Completed Through: 12/31/9999

Work Order By Priority					
Priority	Count	Incomplete	Complete	Tot. Days	Avg. Days
Emergency	11	0	11	0.83	0.08
Routine	22	1	21	93.00	4.43
Totals:	33	1	32	93.83	2.93

Work Order By Employee					
Assigned Employee	Count	Incomplete	Complete	Tot. Days	Avg. Days
Brian Sauvageau	3	0	3	1.13	0.38
Kevin Vazquez	7	0	7	13.59	1.94
Tim Collins	8	0	8	65.04	8.13
TJ Russell	15	1	14	14.07	1.01
Totals:	33	1	32	93.83	2.93

Marblehead Housing Authority Work Order Complete/Incomplete Report

Program(s): State 667
 Project(s): 667-5 Roads School
 Status: All, Status Included: Emergency, Urgent, Routine, Preventive, Vacant, Inspection UPCS, Contract, Inspection Other, Employee:
 All, Created From: 12/1/2025, Created Through: 1/1/2026, Completed From: 1/1/1900, Completed Through: 12/31/9999

Work Order By Priority					
Priority	Count	Incomplete	Complete	Tot. Days	Avg. Days
Emergency	2	0	2	0.08	0.04
Routine	17	1	16	30.38	1.90
Inspection UPCS	2	1	1	0.13	0.13
Totals:	21	2	19	30.59	1.61

Work Order By Employee					
Assigned Employee	Count	Incomplete	Complete	Tot. Days	Avg. Days
Steve Abramo	10	0	10	29.09	2.91
Tim Collins	1	0	1	0.13	0.13
TJ Russell	10	2	8	1.37	0.17
Totals:	21	2	19	30.59	1.61

Marblehead Housing Authority Work Order Complete/Incomplete Report

Program(s): State 200
 Project(s): 200-1 Barnard Hawkes Court
 Status: All, Status Included: Emergency, Urgent, Routine, Preventive, Vacant, Inspection UPCS, Contract, Inspection Other, Employee:
 All, Created From: 12/1/2025, Created Through: 1/1/2026, Completed From: 1/1/1900, Completed Through: 12/31/9999

Work Order By Priority					
Priority	Count	Incomplete	Complete	Tot. Days	Avg. Days
Emergency	10	0	10	2.57	0.26
Routine	5	0	5	12.25	2.45
Totals:	15	0	15	14.82	0.99

Work Order By Employee					
Assigned Employee	Count	Incomplete	Complete	Tot. Days	Avg. Days
Brian Sauvageau	1	0	1	0.04	0.04
Steve Abramo	6	0	6	12.25	2.04
Tim Collins	2	0	2	2.29	1.15
TJ Russell	6	0	6	0.24	0.04
Totals:	15	0	15	14.82	0.99

Marblehead Housing Authority Work Order Complete/Incomplete Report

Program(s): State 200
 Project(s): 200-2 Broughton Road
 Status: All, Status Included: Emergency, Urgent, Routine, Preventive, Vacant, Inspection UPCS, Contract, Inspection Other, Employee:
 All, Created From: 12/1/2025, Created Through: 1/1/2026, Completed Through: 12/31/9999

Work Order By Priority				
Priority	Count	Incomplete	Complete	Avg. Days
Emergency	21	0	21	8.83
Routine	17	2	15	19.22
Totals:	38	2	36	28.05

Work Order By Employee				
Assigned Employee	Count	Incomplete	Complete	Avg. Days
Brian Sauvageau	1	0	1	0.04
Kevin Vazquez	11	0	11	6.50
Steve Abramo	3	0	3	2.75
Tim Collins	3	0	3	1.91
TJ Russell	20	2	18	16.85
Totals:	38	2	36	28.05

Marblehead Housing Authority Work Order Complete/Incomplete Report

Program(s): State 705
 Project(s): 705-1 New Broughton Road
 Status: All, Status Included: Emergency, Urgent, Routine, Preventive, Vacant, Inspection UPCS, Contract, Inspection Other, Employee:
 All, Created From: 12/1/2025, Created Through: 1/1/2026, Completed Through: 12/31/9999

Work Order By Priority				
Priority	Count	Incomplete	Complete	Avg. Days
Emergency	1	0	1	0.04
Routine	2	0	2	3.04
Totals:	3	0	3	3.08

Work Order By Employee				
Assigned Employee	Count	Incomplete	Complete	Avg. Days
Kevin Vazquez	1	0	1	0.08
TJ Russell	2	0	2	3.00
Totals:	3	0	3	3.08

Marblehead Housing Authority Work Order Complete/Incomplete Report

Program(s): State 200, State 667, State 705
Project(s): 200-1 Barnard Hawkes Court, 200-2 Broughton Road, 667-1 Powder House Court, 667-2 Green Street Court +4
Status: All, Status Included: Vacant, Employee: All, Created From: 1/1/1900, Created Through: 12/31/9999, Completed From: 12/1/2025,
Completed Through: 1/1/2026

No Information For Selected Criteria

No Information For Selected Criteria

No Information For Selected Criteria

Marblehead Housing Authority Work Order Complete/Incomplete Report

Program(s): State 200, State 667, State 705
Project(s): 200-1 Barnard Hawkes Court, 200-2 Broughton Road, 667-1 Powder House Court, 667-2 Green Street Court +4
Status: All, Status Included: Vacant, Employee: All, Created From: 12/1/2025, Created Through: 1/1/2026, Completed From: 1/1/1900, Completed Through: 12/31/9999

No Information For Selected Criteria

No Information For Selected Criteria

No Information For Selected Criteria

Unit Address	City	State	Bedroom Size	Admission Date	Action Type	Move Out Reason	Effective Date
42 Broughton Road	Marblehead	MA	3	12/02/2025	New Admission		12/02/2025

Unit Address	City	State	Bedroom Size	Admission Date	Action Type	Move Out Reason	Effective Date
36 Powder House Court	Marblehead	MA	1	12/30/2025	New Admission		12/30/2025
1 Green Street Court	Marblehead	MA	1	04/30/2018	End Participation		12/01/2025
26 Rowland Street Unit: #404	Marblehead	MA	1	04/29/2013	End Participation		12/02/2025



Cathy Sheehan, Executive Director

January 8, 2026

**RESIDENT SERVICE COORDINATOR
MONTHLY REPORT - December 2025**

<u>Total Referrals to RSC:</u>	4
From agency:	1
(including MHA staff, MCC)	
From individual:	3
(including MHA residents, family members, etc.)	

<u>Contacts:</u>	288
Phone calls:	138
Emails:	122
Home visits:	8
Office visit:	6
Flyers:	5
Programs:	9
(Office Hours x3 + Mobile Pantry x3 + Chair Yogax2 + Reiki = 134 participants)	

Meetings:

- 12/4 - S/MHA Manager's Meeting
- 12/4 - Mass NAHRO AI Think Tank
- 12/11 - EOHLC's RSC Data Tool Training
- 12/11 - Mass NAHRO RSC Roundtable & Tech Goes Home Presentation

Referrals made by RSC:

- 48 MEM \$50 Crosby vouchers
- 3 LIHEAP
- 2 Mass Health
- 13 COA transportation
- Picked up & delivered 8 SPUR bundles
- 3 Adopt a Family

NEIGHBORHOOD NEWS

Official Newsletter of the
Marblehead Housing Authority



RSC News

BY LAURA VELIGOR

A new year is here, offering a chance to reflect on what we've shared and look forward to what we'll build together. After a difficult year for so many of us, I hope 2026 brings fresh beginnings, renewed hope, and new opportunities. If you have program suggestions, I want to hear from you! I would love to spend 2026 strengthening our community together.

Salem Pantry Mobile Pantry

Mobile Pantry visits Marblehead on the 1st Tuesday of each month, stopping at 3 of our sites. We thank MFHS and MEM for sponsoring this program!

Upcoming dates: 1/6, 2/3, and 3/3.

2:30-3: Farrell Court (in front of maintenance garage)

3:15-3:45: Powder House Court (in front of #1)

4-4:30: Broughton Road (at the circle)

Energy Assistance Programs

With colder weather often comes higher energy bills, but there are resources to help:

-LIHEAP: (978)531-0767, ext. 136, www.nscap.org/our-programs/home-energy-assistance/

-GNEF: (978)744-5181, www.magoodneighbor.org/

-RAFT: (877)211-6277, www.mass.gov/how-to/apply-for-raft-emergency-help-for-housing-costs

-NHN: (978) 531-0767 x310, www.marbleheadelectric.com/neighbors-helping-neighbors.html

If you have questions about these programs or need help applying, please call me.

MHA Hours:

MONDAY 8:30AM – 4:00PM

TUESDAY 8:00AM – 5:00PM

WEDNESDAY 8:30AM – 4:00PM

THURSDAY 8:30AM – 4:00PM

FRIDAY 8:30AM – 12:00PM

MHA STAFF:

CATHY SHEEHAN, EXECUTIVE DIR
MAUREEN THOMAS, DIR OF PUB HSG
ROBERT LAMBERT, HOUSING MGR
DEBBIE SUTHERLAND, HOUSING MGR
JEANNE BOUCHARD, OFFICE MANAGER
ESTELLE GIFFORD, BOOKKEEPER
LAURA VELIGOR, RESIDENT SERVICES
GARY DEAN, DIR OF MAINTENANCE
TJ RUSSELL, MAINTENANCE FOREMAN
LOUIS LOPEZ, FACILITIES OP MGR
MAINTENANCE TEAM: STEVE ABRAMO,
TIM COLLINS, BRIAN SAUVAGEAU, AND
KEVIN VAZQUEZ

MHA BOARD OF DIRECTORS:

JENNIFER SCHAEFFNER, CHAIR
TERI TAURO, VICE CHAIR
JEAN ELDRIDGE, ASSIST. TREASURER
WILLIAM KUKER, TREASURER
KRISTIN DUBAY HORTON, MEMBER

ADDRESS:

26 ROWLAND STREET, 01945
781-631-2580

Bidder	Info	Base Bid	Alternates	Final Bid	Status
G.V.W., Inc 38 Bennett Street Lynn, MA 01905		\$394,435.00	Alternate 1: \$0.00	\$394,435.00	Anticipated Contract Award
Ace Restoration Co. Inc. 155 Mill Street Natick, MA 01760		\$479,630.00	Alternate 1: -\$20,000.00	\$459,630.00	—
TM Construction Management 151 Mystic Ave, Unit 1 Medford, MA 02155		\$485,000.00	Alternate 1: -\$10,000.00	\$475,000.00	—
Massey Construction Corp. 144 Stetson Ave Swampscott, MA 01907		\$695,850.00	Alternate 1: \$9,672.00	\$705,522.00	—
The Aulson Company, INC. 49 Danton Drive Methuen, MA 01844		\$828,000.00	Alternate 1: \$50,000.00	\$878,000.00	—



December 23, 2025

Cathy Sheehan, Executive Director
Marblehead Housing Authority
26 Rowland Street
Marblehead, MA 01945

Sent via email to csheehan@salemha.org

Dear Cathy,

We have completed reference checks for the low bidder, GVW, Inc., and find them to be acceptable; therefore, we recommend that the construction contract for the Fire Escape Repaint / Walkway site work at Marblehead Housing Authority's 113 Farrell Ct project #168128 be awarded to them.

Please do not hesitate to reach out if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Alicia C. Bernardo".

Alicia Bernardo, AIA
Project Manager
SV Design LLC

CC:

Gary Dean, Director of Maintenance; Marblehead Housing Authority
James McCurdy, Supervising Architect; EOHLC
Chad Howard, Director of Procurement; EOHLC

Attachments:

Contacted Reference list



Contacted References:

Rating is based on a scale of (1-5). (5) representing great work.

Boston Public Facilities – Boston Police

Category	Scale
Management	5
Site Personnel	5
Documentation	5
Schedule	5
Staffing	5
Quality of work	5
Would you work with them again	5

Mass Maritime Academy – Mass Maritime Huet Center

Category	Scale
Management	5
Site Personnel	4
Documentation	5
Schedule	5
Staffing	4
Quality of work	4
Would you work with them again	5

City of Stoughton - Stoughton Community Center

Category	Scale
Management	4
Site Personnel	5+
Documentation	4+
Schedule	5
Staffing	4
Quality of work	5
Would you work with them again	5



MARBLEHEAD
HOUSING AUTHORITY

Cathy Sheehan, Executive Director

**COLLECTION OF LOSSES – WRITE OFFS THROUGH
12/31/2025**

<u>Tenant</u>	<u>Accounts Receivable</u>	<u>Reason</u>
<u>200</u>	\$ 691.00	Move Out
Total	\$ 691.00	

mrtwriteoffmh



26 Rowland Street • Marblehead MA 01945
TEL 781.631.2580 • FAX 781.660.8066 • www.marbleheadha.org
Equal Opportunity Employer



FENTON, EWALD & ASSOCIATES, P.C.
CERTIFIED PUBLIC ACCOUNTANTS
280 HILLSIDE AVENUE
NEEDHAM, MA 02494-1365

OFFICE: (781) 444-6630
(800) 369-7660
FAX (781) 444-6836
E-MAIL: office@feacpa.com

To the Board of Commissioners
Marblehead Housing Authority
26 Rowland Street
Marblehead, MA 01945

We have compiled the accompanying balance sheets of the Marblehead Housing Authority as of **November 30, 2025**, and the related statements of Revenues and Expenses for the 11 month(s) then ended. We have not audited or reviewed the accompanying financial statements and accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America. The information included in the accompanying Agency Wide Revenue and Expenses and Analysis of Nonroutine Expenditures and Credits are presented only for supplementary analysis purposes. Such information has been compiled from information that is the representation of management, without audit or review, and accordingly, we do not express an opinion or provide any assurance on such data.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all disclosures and the statement of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusion about the authority's financial position, results of operations, and cash flows. Accordingly, these financial statements are not designed for those who are not informed about such matters.

Fenton, Ewald & Associates, P.C.

Needham, Massachusetts
Dated: December 18, 2025

DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT
BALANCE SHEET

Marblehead Housing Authority
11/30/2025 Period Ended
4001 Program Number

ACCOUNT NUMBER	ASSETS		X Administration Modernization Development
CASH			
1111	Cash Development or Modernization fund - Unrestricted	0.00	
1111.1	Cash Development or Modernization fund - Restricted	0.00	
1112	Cash Administration Fund - Unrestricted	604,195.67	
1112.1	Cash Administration Fund - Restricted	0.00	
1113	Cash - Escrow	0.00	
1114	Security Deposit and Pet Deposit Fund Cash	15,247.76	
1117	Petty Cash	100.00	
1118	Change Fund	0.00	619,543.43
ACCOUNTS RECEIVABLE			
1121	Federal and DHCD--Section 8 Subsidy-Shelter Rent	0.00	
1122	Tenants Accounts Receivable	58,891.90	
1123	Allowance for Doubtful Accounts - Dwelling Rents	(37,243.91)	
1125	Accounts Receivable Subsidy	266,941.00	
1129	Accounts Receivable - Cultural Grants	0.00	
1130	Interprogram Due From State Mod	0.00	
1131	Allowance for Doubtful Accounts - Other	0.00	
1145	Accrued Interest Receivable	0.00	288,588.99
INVESTMENTS			
1162	Investments - Unrestricted		531,774.04
DEFERRED CHARGES			
1211	Prepaid Insurance	10,943.00	
1212	Inventory/Net - Supplies and Fuel	0.00	
1290	Deferred Charges - Retirement, HAB Contract	74,113.00	
1291	Deferred Outflows of Resources	280,397.00	365,453.00
FIXED ASSETS			
1400.2	Cost Control Account - Development/Modernization	0.00	
1401	Land	291,150.00	
1402	Building and Building Improvements	10,972,864.20	
1403	Furniture, Equipment and Machinery - Dwellings	159,112.80	
1404	Other Equipment - Administration/Maintenance	120,325.04	
1405	Leasehold Improvements	0.00	
1406	Accumulated Depreciation	(8,650,411.14)	
1407	Infrastructure	0.00	
1408	Capital Leases	0.00	2,893,040.90
TOTAL ASSETS			4,698,400.36
LIABILITIES AND EQUITY			
ACCOUNTS PAYABLE			
2106	Bank Overdraft	0.00	
2111	Accounts Payable <=90 Days	0.00	
2111.1	Accounts Payable >90 Days Past Due	0.00	
2112	Contract Costs	0.00	
2114	Tenants Security Deposits & Pet Deposits	15,247.76	
2115	Bid Deposits	0.00	
2117	Employee 's Payroll Deductions	3,355.08	
2118	Accounts Payable - Subsidy Overpayment	466,701.00	
2119	Accounts Payable - Interfund	142,710.67	
2120	Accounts Payable - Other	0.00	628,014.51
ACCRUED LIABILITIES			
2130.2	Accrued Contingent Liability	0.00	
2135	Accrued Compensated Absences - Current Portion	63,886.27	
2137	Payment in Lieu of Taxes (PILOT)	2,010.00	
2138	Accrued Payroll	13,557.87	
2139	Accrued Liabilities - Other	64,991.07	144,445.21
DEFERRED CREDITS			
2240	Tenants Prepaid Rents	38,983.46	
2290	Deferred Revenue - Arts Council	1,883.00	
2291	Deferred Revenue - Subsidy	0.00	
2292	Deferred Revenue - Other	681,264.00	722,130.46
NOTES PAYABLE			
2299	Notes Payable Capital Borrowings - Current Portion	0.00	
2299.1	Notes Payable Operating Borrowings - Current Portion	0.00	0.00
NON-CURRENT LIABILITIES			
2301	Notes Payable Capital Borrowings - Non-Current Portion	0.00	
2301.1	Notes Payable Operating Borrowings - Non-Current Portion	0.00	
2335.01	Accrued Compensated Absences - Non-Current Portion	0.00	
2339	Accrued Pension Liability - GASB 68	815,400.00	
2339.1	Accrued OPEB Liability - GASB 75	1,368,400.00	2,183,800.00
EQUITY (NET ASSETS)			
2700	Net Income (Deficit)	475,544.24	
2802	Invested in Capital Assets, net of Related Debt	2,893,040.90	
2805	Net Assets - Restricted	0.00	
2806	Net Assets - Unrestricted	236,092.04	
2806.1	Net Assets - Pension & OPEB Liabilities	(2,584,667.00)	1,020,010.18
TOTAL LIABILITIES AND EQUITY			4,698,400.36

See Accountants' Compilation Report

Marblehead Housing Authority
11 months ending
November 30, 2025

4001 307 units
3377 unit months

Fenton, Ewald & Associates, P.C.
PSP 12/17/25

Account Number	Classification	Approved Budget Amount	Pro Rata Budget 11 Months	Budget P.U.M.	Actual To Date P.U.M.	Actual To Date Amount	Amount Favorable (Unfavorable)	Actual As a Factor of Pro Rata	Available Remainder of the Year
OPERATING RECEIPTS									
3110	Shelter Rent - Tenant	1,959,000	1,795,750	531.76	531.80	1,795,872.97	123	1.000	163,127
3115	Shelter Rent - Federal Sect. 8	0	0	0.00	0.00	0.00	0		0
3190	Non Dwelling Rentals	0	0	0.00	0.00	0.00	0		0
3400	Administrative Fees - MRVP	0	0	0.00	0.00	0.00	0		0
3610	Interest on Investments - Unrestricted	14,000	12,833	3.80	0.05	180.07	(12,653)	0.014	13,820
3611	Interest on Investments - Restricted	0	0	0.00	0.00	0.00	0		0
3690	Other Revenue	15,000	13,750	4.07	5.67	19,154.20	5,404	1.393	(4,154)
3950	Operating Grants	0	0	0.00	0.00	0.00	0		0
3691	Other Revenue Retained	0	0	0.00	26.35	88,969.76	88,970		(88,970)
3692	Other Revenue - Operating Reserves	0	0	0.00	0.00	0.00	0		0
3801	Operating Subsidy	590,903	541,661	160.40	167.88	566,941.00	25,280	1.047	23,962
3920	Gain/Loss From Sale/Disp.of Prop.	0	0	0.00	0.00	0.00	0		0
TOTAL OPERATING RECEIPTS		2,578,903	2,363,994	700.03	731.75	2,471,118.00	107,124	1.045	107,785
OPERATING EXPENDITURES									
ADMINISTRATIVE									
4110	Administration Salaries	281,302	257,860	76.36	68.63	231,764.81	26,095	0.899	49,537
4120	Compensated Absences	0	0	0.00	0.00	0.00	0		0
4130	Legal	50,000	45,833	13.57	4.24	14,325.89	31,507	0.313	35,674
4140	Compensation-Board Members	12,600	11,550	3.42	3.60	12,170.00	(620)	1.054	430
4150	Travel And Related Expenses	5,000	4,583	1.36	0.98	3,318.86	1,264	0.724	1,681
4170	Accounting Services	16,514	15,138	4.48	3.99	13,470.00	1,668	0.890	3,044
4171	Audit Services	5,250	4,813	1.43	0.00	0.00	4,813	0.000	5,250
4180	Penalties & Interest	0	0	0.00	0.41	1,376.83	(1,377)		(1,377)
4190	Administrative Other	214,556	196,676	58.24	57.06	192,696.37	3,980	0.980	21,860
4191	Tenant Organization	1,842	1,689	0.50	0.00	0.00	1,689	0.000	1,842
TOTAL ADMINISTRATIVE EXPENSE		587,064	538,142	159.36	138.92	469,122.76	69,019	0.872	117,941
UTILITIES									
4310	Water & Sewer	234,134	214,623	63.55	69.27	233,932.30	(19,309)	1.090	202
4320	Electricity	146,211	134,027	39.69	34.24	115,632.65	18,394	0.863	30,578
4330	Gas	141,842	130,022	38.50	39.42	133,107.61	(3,086)	1.024	8,734
4340	Fuel	0	0	0.00	0.00	0.00	0		0
4360	Energy Conservation	0	0	0.00	0.00	0.00	0		0
4390	Other	0	0	0.00	0.00	0.00	0		0
TOTAL UTILITIES EXPENSE		522,187	478,671	141.74	142.93	482,672.56	(4,001)	1.008	39,514
ORDINARY MAINTENANCE									
4410	Maintenance Labor	433,466	397,344	117.66	125.62	424,205.26	(26,861)	1.068	9,261
4420	Materials And Supplies	63,034	57,781	17.11	19.74	66,651.58	(8,870)	1.154	(3,618)
4430	Contract Costs	165,000	151,250	44.79	41.45	139,959.99	11,290	0.925	25,040
TOTAL ORDINARY MAINTENANCE		661,500	606,375	179.56	186.80	630,816.83	(24,442)	1.040	30,683
GENERAL EXPENSE									
4510	Insurance	127,954	117,291	34.73	34.47	116,412.10	879	0.993	11,542
4520	Pilot	4,836	4,433	1.31	1.31	4,424.50	9	0.998	412
4540	Employee Benefits	272,189	249,507	73.88	62.71	211,767.40	37,739	0.849	60,422
4570	Collection Losses	30,000	27,500	8.14	6.15	20,768.11	6,732	0.755	9,232
4580/90	General Expenses	0	0	0.00	0.00	0.00	0		0
TOTAL GENERAL EXPENSES		434,979	398,731	118.07	104.64	353,372.11	45,359	0.886	81,607
TOTAL OPERATING EXPENSES		2,205,730	2,021,919	598.73	573.29	1,935,984.26	85,935	0.957	269,746
NET INCOME (DEFICIT) BEFORE SUBSIDY and NON-ROUTINE EXPENSES									
		(217,730)	(199,586)	-59.10	(9.42)	(31,807.26)	167,779	0.159	(185,923)
NET INCOME (DEFICIT) before NON-ROUTINE, and INCLUDING SUBSIDY									
		373,173	342,075	101.30	158.46	535,133.74	193,058	1.564	(161,961)
NONROUTINE EXPENSES AND (CREDITS)									
4610	Extraordinary Maintenance	60,000	55,000	16.29	13.03	43,985.50	11,015	0.800	16,015
4611	Equip. Purchased - Non Capitalized	10,000	9,167	2.71	4.62	15,604.00	(6,437)	1.702	(5,604)
4612	Restricted Reserve Expenditures	0	0	0.00	0.00	0.00	0		0
4715	Housing Assistance Payments	0	0	0.00	0.00	0.00	0		0
TOTAL NONROUTINE EXPENSES		70,000	64,167	19.00	17.65	59,589.50	4,577		
CAPITAL EXPENDITURES									
7520	Replacement of Equipment-Capitalized	0	0	0.00	0.00	0.00	0		0
7540	Betterments & Additions - Capitalized	0	0	0.00	0.00	0.00	0		0
TOTAL CAPITAL EXPENDITURES		0	0	0.00	0.00	0.00	0		0
2700 NET INCOME (DEFICIT) FROM OPERATIONS		303,173	277,909	82.29	140.82	475,544.24	197,636		
4801	Depreciation Expense	0	0	0.00	0.00	0.00	0		0
4541	Other Post Employment Benefits Exp	0	0	0.00	0.00	0.00	0		0
NET CHANGE IN UNRESTRICTED NET ASSETS		303,173	277,909	82.29	140.82	475,544.24	197,636		

Operating Subsidy Earned year-to-date	566,941
Operating Subsidy Rec'd year-to-date	\$300,000
Amount (Over) or Under Subsidized	\$266,941

See Accountants' Compilation Report

Marblehead Housing Authority Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 12/1/2025 Thru: 12/31/2026, 3) Program: Revolving Fund

Check Name		SSN / TIN	Check Address				Print 1099		
A-1 Exterminators Inc		XXX-XX-XXXX	PO Box 310 Lynn MA 01903-0310				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/01/2025	24566	CHK	2300656	BR: Oct. Outside Rod	10/25	BR: Oct. Outside Roden	\$426.00		\$426.00
12/12/2025	24592	CHK	2497898	RS: 10-15: Rodent Co	10/25	RS: 10-15: Rodent Cont	\$72.00		
			2506226	RS: 11-20: Rodent Co	10/25	RS: 11-20: Rodent Cont	\$72.00		
			2492320	RS: 06-25: K9 Inspecti	10/25	RS: 06-25: K9 Inspectio	\$720.00		\$864.00
12/23/2025	24618	CHK	3278011	BR: 11-25: Outside Ro	10/25	BR: 11-25: Outside Rod	\$426.00		
			2493336	BR: 08-25: Outside Ro	10/25	BR: 08-25: Outside Rod	\$426.00		\$852.00
Totals For Vendor: A-1 Exterminators Inc									\$2,142.00

Check Name		SSN / TIN	Check Address				Print 1099		
Ace Hardware		XXX-XX-XXXX	70 Atlantic Avenue Marblehead MA 01945-3042				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/01/2025	24567	CHK	350764	Maintenance Supplies	10/25	Maintenance Supplies	\$60.08		
			350772	Maintenance Supplies	10/25	Maintenance Supplies	\$68.38		
			350789	Maintenance Supplies	10/25	Maintenance Supplies	\$49.49		
			350812	Maintenance Supplies	10/25	Maintenance Supplies	\$39.20		
			350867	Maintenance Supplies	10/25	Maintenance Supplies	\$41.38		
			350905	Maintenance Supplies	10/25	Maintenance Supplies	\$11.69		
			350563	Maintenance Supplies	10/25	Maintenance Supplies	\$18.87		
			350578	Maintenance Supplies	10/25	Maintenance Supplies	\$83.14		
			350590	Maintenance Supplies	10/25	Maintenance Supplies	\$25.18		
			350655	Maintenance Supplies	10/25	Maintenance Supplies	\$6.82		
			350659	Maintenance Supplies	10/25	Maintenance Supplies	\$8.99		
			350665	Maintenance Supplies	10/25	Maintenance Supplies	\$16.14		
			350699	Maintenance Supplies	10/25	Maintenance Supplies	\$14.39		
			350582	Maintenance Supplies	10/25	Maintenance Supplies	\$67.08		
			350585	Maintenance Supplies	10/25	Maintenance Supplies	\$14.39		\$525.22
12/23/2025	24619	CHK	350951	29 BR: Storm Door La	10/25	29 BR: Storm Door Latc	\$35.08		
			351415	52 BR: Smoke & Carb	10/25	52 BR: Smoke & Carbo	\$111.58		\$146.66
Totals For Vendor: Ace Hardware									\$671.88

Check Name		SSN / TIN	Check Address				Print 1099		
Allen & Major Associates, Inc.		XXX-XX-XXXX	100 Commerce Way Unit: Ste 5 Woburn MA 01801-8501				Yes		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/01/2025	24568	CHK	45165	#168122: Existing Co	10/25	#168122: Existing Cond	\$8,983.50		
			45367	#168122: Existing Co	10/25	#168122: Existing Cond	\$15,116.50		\$24,100.00
Totals For Vendor: Allen & Major Associates, Inc.									\$24,100.00

Check Name		SSN / TIN	Check Address				Print 1099		
Bay State Electric		XXX-XX-XXXX	38 Bowditch Street Peabody MA 01960				Yes		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/12/2025	24593	CHK	18726	RS: AC Power to Zon	10/25	RS: AC Power to Zone	\$459.84		\$459.84
Totals For Vendor: Bay State Electric									\$459.84

Check Name		SSN / TIN	Check Address				Print 1099		
Casey Lundregan Burns, P.C.		XXX-XX-XXXX	71 Washington Street Salem MA 01970				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/12/2025	24594	CHK	16192	[REDACTED]			\$1,190.00		
			16159	[REDACTED]			\$858.00		
			16154	[REDACTED]			\$165.74		

Marblehead Housing Authority

Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 12/1/2025 Thru: 12/31/2026, 3) Program: Revolving Fund

Check Name		SSN / TIN	Check Address				Print 1099			
			16122	10-25: General Repre	10/25	10-25: General Represe	\$450.00		\$2,663.74	
Totals For Vendor: Casey Lundregan Burns, P.C.										
									\$2,663.74	
Comcast		XXX-XX-XXXX	PO Box 70219 Philadelphia PA 19176				No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
12/01/2025	24569	CHK	110125	11-08/12-07: 18BHC:	10/25	11-08/12-07: 18BHC: R	\$99.90			
			111125	11-11/12-10: 26 PH: S	10/25	11-11/12-10: 26 PH: SP	\$99.95			
			111225	11-12/12-11: 26RS: U	10/25	11-12/12-11: 26RS: Uni	\$595.54		\$795.39	
12/23/2025	24620	CHK	120125	12-8/1-7: 18 BHC: Re	10/25	12-8/1-7: 18 BHC: Rear	\$99.95			
			111625	11-23/12-22: 26 RS	10/25	11-23/12-22: 26 RS	\$208.05			
			111425	11-21/12-20: 113 FC	10/25	11-21/12-20: 113 FC U	\$129.94			
			120425	12-11/01-10: 29 PHC:	10/25	12-11/01-10: 29 PHC: S	\$99.95			
			120525	12-12/01-11: 26 RS: U	10/25	12-12/01-11: 26 RS: Un	\$559.81		\$1,097.70	
Totals For Vendor: Comcast										
									\$1,893.09	
Corolla Contracting, Inc.		XXX-XX-XXXX	15 Bates Ave Winthrop MA 02152				No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
12/23/2025	24621	CHK	02738	29/31 BR: Emergency	10/25	29/31 BR: Emergency	\$2,950.00		\$2,950.00	
Totals For Vendor: Corolla Contracting, Inc.										
									\$2,950.00	
Delta Beckwith Elevator Service Corp		XXX-XX-XXXX	PO Box 33094 Newark NJ 07188-0094				Yes			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
12/12/2025	24595	CHK	4610.52	12-25/11-26: Mainten	10/25	12-25/11-26: Maintenan	\$4,610.52		\$4,610.52	
Totals For Vendor: Delta Beckwith Elevator Service Corp										
									\$4,610.52	
Drainpro Corporation		XXX-XX-XXXX	P.O. Box 641 Middleton MA 01949				No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
12/12/2025	24596	CHK	A7592	17 BR: Clear Main Dra	10/25	17 BR: Clear Main Dra	\$435.00		\$435.00	
Totals For Vendor: Drainpro Corporation										
									\$435.00	
Emily Achtenberg		XXX-XX-XXXX	47 Halifax Street Jamaica Plain MA 02130				Yes			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
12/12/2025	24597	CHK	10	06-25/07-25: BR Cons	10/25	(Voided) 06-25/07-25: B	\$3,050.00			
			11	08-25/12-25: BR Cons	10/25	(Voided) 08-25/12-25: B	\$1,750.00	(\$4,800.00)	\$0.00	
12/23/2025	24622	CHK	10	06-25/07-25: BR Cons	10/25	06-25/07-25: BR Consul	\$3,050.00			
			11	08-25/12-25: BR Cons	10/25	08-25/12-25: BR Consul	\$1,750.00			
			10	06-25/07-25: BR Cons	12/25	06-25/07-25: BR Consul	(\$3,050.00)			
			11	08-25/12-25: BR Cons	12/25	08-25/12-25: BR Consul	(\$1,750.00)			
			#11	08-25/12-02: BR Cons	10/25	08-25/12-02: BR Consul	\$1,750.00		\$1,750.00	
Totals For Vendor: Emily Achtenberg										
									\$1,750.00	
F. W. Webb Company		XXX-XX-XXXX	160 Middlesex Turnpike Bedford MA 01730				No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
12/01/2025	24572	CHK	93113777	Maintenance Supplies	10/25	Maintenance Supplies	\$473.46			
			93203437	Maintenance Supplies	10/25	Maintenance Supplies	\$1,706.05			
			93117382	Maintenance Supplies	10/25	Maintenance Supplies	(\$449.44)			
			92944282	PVC Fittings	10/25	PVC Fittings	\$192.39		\$1,922.46	

Marblehead Housing Authority

Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 12/1/2025 Thru: 12/31/2026, 3) Program: Revolving Fund

Check Name	SSN / TIN	Check Address	Print 1099
12/23/2025	24623	CHK	
		93513618 FC: Zone Relays 10/25 FC: Zone Relays	\$380.26
		93490306 Maintenance Supplies 10/25 Maintenance Supplies	\$531.46
		93117497 Maintenance Supplies 10/25 Maintenance Supplies	\$285.86
		93660108 FC: Heat Pipe Leak 10/25 FC: Heat Pipe Leak	\$921.28
Totals For Vendor: F. W. Webb Company			\$2,118.86

Totals For Vendor: F. W. Webb Company \$4,041.32

Vendor Name	SSN / TIN	Address	Print 1099
Fenton Ewald & Associates P.C.	XXX-XX-XXXX	Certified Public Accountants 280 Hillside Avenue Needham MA 02494 -1365	No

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/12/2025	24598	CHK	110125	11-25: Accounting Ser	10/25	11-25: Accounting Servi	\$1,347.00		\$1,347.00
12/23/2025	24624	CHK	120125	12-25: Accounting Ser	10/25	12-25: Accounting Servi	\$1,347.00		\$1,347.00
			1201251	State Modernization:	10/25	State Modernization: Gr	\$3,000.00		\$4,347.00
Totals For Vendor: Fenton Ewald & Associates P.C.									\$5,694.00

Totals For Vendor: Fenton Ewald & Associates P.C. \$5,694.00

Vendor Name	SSN / TIN	Address	Print 1099
Ford Motor Credit Company LLC	XXX-XX-XXXX	PO Box 738506 Unit: Dallas TX 75373-8506	No

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/23/2025	24625	CHK	1782117	11-25: ACT 58372953	10/25	11-25: ACT 583729531:	\$1,376.83		\$1,376.83
Totals For Vendor: Ford Motor Credit Company LLC									\$1,376.83

Totals For Vendor: Ford Motor Credit Company LLC \$1,376.83

Vendor Name	SSN / TIN	Address	Print 1099
GE Appliance	XXX-XX-XXXX	A Haier Company PO Box 412233 Boston MA 02241-2233	Yes

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/12/2025	24599	CHK	179886870	4/Stoves	10/25	4/Stoves	\$2,124.00		\$2,124.00
			180643997	3/Fridges	10/25	3/Fridges	\$2,103.00		\$4,227.00
12/23/2025	24626	CHK	180943734	3/Fridges	10/25	3/Fridges	\$2,118.00		\$2,118.00
Totals For Vendor: GE Appliance									\$6,345.00

Totals For Vendor: GE Appliance \$6,345.00

Vendor Name	SSN / TIN	Address	Print 1099
Gilbert & Cole	XXX-XX-XXXX	P.O. Box 947 42 Bessom Street Marblehead MA 01945	No

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/01/2025	24573	CHK	87819	Maintenance Supplies	10/25	Maintenance Supplies	\$50.31		\$50.31
12/12/2025	24600	CHK	92104	Maintenance Supplies	10/25	Maintenance Supplies	\$78.64		\$78.64
			91415	Maintenance Supplies	10/25	Maintenance Supplies	\$82.02		\$82.02
			91004	Maintenance Supplies	10/25	Maintenance Supplies	\$82.96		\$82.96
			91575	Maintenance Supplies	10/25	Maintenance Supplies	\$85.89		\$329.51
12/23/2025	24627	CHK	89430	Kitchen Hardware	10/25	Kitchen Hardware	\$24.56		\$24.56
Totals For Vendor: Gilbert & Cole									\$404.38

Totals For Vendor: Gilbert & Cole \$404.38

Vendor Name	SSN / TIN	Address	Print 1099
Glionna Plumbing	XXX-XX-XXXX	31 Staaf Road Saugus MA 01906	No

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/12/2025	24601	CHK	3019	1&6 FC: Emergency R	10/25	1&6 FC: Emergency Re	\$51,927.00		\$51,927.00
Totals For Vendor: Glionna Plumbing									\$51,927.00

Totals For Vendor: Glionna Plumbing \$51,927.00

Vendor Name	SSN / TIN	Address	Print 1099
Group Insurance Commission	XXX-XX-XXXX	P.O. Box 412915 Boston MA 02241-2915	No

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/01/2025	24574	CHK	999-4701-2025-09-01-OAB	07-25/09-25: RET. Employer. Life, Heath, Med	10/25	07-25/09-25: RET. Employer. Life, Heath, Med	\$23,162.64		\$23,162.64
			999-3701-2025-09-01-OAB	07-25/09-25: ACTIVE. Employer Life, Heath	10/25	07-25/09-25: ACTIVE. Employer Life, Heath	\$16,124.43		\$16,124.43

Marblehead Housing Authority

Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 12/1/2025 Thru: 12/31/2026, 3) Program: Revolving Fund

Check Name	SSN / TIN	Check Address	Print 1099
		999-3701-10 10-25: ACTIVE. -01-2025- Employee. Life, Health OEB	10/25 10-25: ACTIVE. Employee. Life, Health \$1,751.93
		999-3701-11 11-25: ACTIVE. -01-2025- Employee Life, Health OEB	10/25 11-25: ACTIVE. Employee Life, Health \$1,751.93
12/23/2025	24628	CHK 999-3701-12 12-25: Active: -01-2025- Employee Life, Health OEB	10/25 12-25: Active: Employee Life, Health \$1,751.93

Totals For Vendor: Group Insurance Commission

\$44,542.86

Harpers Time and Attendance - Labor Logic LLC	XXX-XX-XXXX	857 Post Road, Ste. 333 Fairfield CT 06824	Yes
---	-------------	--	-----

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/01/2025	24575	CHK	51210-R	Oct 25: Monthly Servi	10/25	Oct 25: Monthly Service	\$31.50		\$31.50

Totals For Vendor: Harpers Time and Attendance - Labor Logic LLC

\$31.50

Hayden Safe & Lock Co., Inc.	XXX-XX-XXXX	119 Webb Street PO Box 864 Salem MA 01970	No
------------------------------	-------------	---	----

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/01/2025	24576	CHK	310853	GS: Fire Alarm Panel	10/25	GS: Fire Alarm Panel D	\$622.66		
			310756	BR/#57: Locks	10/25	BR/#57: Locks	\$385.16		
			310744	RS: Front Door Repair	10/25	RS: Front Door Repair	\$110.00		\$1,117.82
12/12/2025	24602	CHK	310911	105 RS: Blank Key	10/25	105 RS: Blank Key	\$35.76		\$35.76
12/23/2025	24629	CHK	311439	35 BR: New Locks	10/25	35 BR: New Locks	\$175.28		
			310569	210 RS: 5 Keys	10/25	210 RS: 5 Keys	\$53.84		\$229.12

Totals For Vendor: Hayden Safe & Lock Co., Inc.

\$1,382.70

Hayden Systems Inc	XXX-XX-XXXX	PO Box 713 15 Main Street Rowley MA 01969	Yes
--------------------	-------------	---	-----

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/12/2025	24603	CHK	524566	FC: Troubleshoot & R	10/25	FC: Troubleshoot & Re	\$6,500.00		
			524556	FC: Troubleshoot Fire	10/25	FC: Troubleshoot Fire A	\$375.00		
			524551	PH: Perform Annual Fi	10/25	PH: Perform Annual Fir	\$825.00		
			524552	GS: Perform Annual Fi	10/25	GS: Perform Annual Fir	\$725.00		\$8,425.00

Totals For Vendor: Hayden Systems Inc

\$8,425.00

HD Supply	XXX-XX-XXXX	Po Box 404468 Atlanta GA 30384-4468	No
-----------	-------------	-------------------------------------	----

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/01/2025	24577	CHK	899717102	113 FC: Maintenance	10/25	113 FC: Maintenance S	\$292.90		
			899717094	113 FC: Suggestion B	10/25	113 FC: Suggestion Bo	\$111.00		\$403.90

Totals For Vendor: HD Supply

\$403.90

HD Supply Facilities Maintenance - San Diego	XXX-XX-XXXX	PO Box 509058 San Diego CA 92150-9058	No
--	-------------	---------------------------------------	----

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/12/2025	24604	CHK	9231214563	Maintenance Supplies	10/25	Maintenance Supplies	\$182.20		
			9236234289	Maintenance Supplies	10/25	Maintenance Supplies	\$9.60		
			9243194081	Maintenance Supplies	10/25	Maintenance Supplies	\$1,155.35		\$1,347.15
12/23/2025	24630	CHK	9243245496	25 BR: Medicine Cabi	10/25	25 BR: Medicine Cabin	\$55.90		
			9243245497	Maintenance Supplies	10/25	Maintenance Supplies	\$28.53		\$84.43

Totals For Vendor: HD Supply Facilities Maintenance - San Diego

\$1,431.58

Marblehead Housing Authority Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 12/1/2025 Thru: 12/31/2026, 3) Program: Revolving Fund

Check Name		SSN / TIN	Check Address				Print 1099			
Home Decor Group		XXX-XX-XXXX	450 Paradise Rd Swampscott MA 01907				No			
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total	
12/23/2025	24631	CHK	117520/3	Paint	10/25	Paint	\$727.96		\$727.96	
Totals For Vendor: Home Decor Group									\$727.96	
Locate Plus Corporation		XXX-XX-XXXX	PO Box 3168 Peabody MA 01961				No			
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total	
12/01/2025	24578	CHK	1025FB1310 2	10-25: Monthly Subscription	10/25	10-25: Monthly Subscription	\$40.00		\$40.00	
			925FB13102	09-25: Monthly Subscr	10/25	09-25: Monthly Subscri	\$40.00		\$80.00	
12/23/2025	24632	CHK	1125FB1310 2	11-25: Monthly Subscription	10/25	11-25: Monthly Subscription	\$40.00		\$40.00	
Totals For Vendor: Locate Plus Corporation									\$120.00	
Marblehead Municipal Light Department		XXX-XX-XXXX	P.O. Box 369 Marblehead MA 01945				No			
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total	
12/01/2025	24579	CHK	102925	09-21/10-21: 42 BR: 3	10/25	09-21/10-21: 42 BR: 30	\$21.94		\$21.94	
			1029251	09-18/10-21: 58BR: 3	10/25	09-18/10-21: 58BR: 305	\$20.80		\$42.74	
12/23/2025	24633	CHK	1118252	667-2: 6,400 KW	10/25	667-2: 6,400 KW	\$896.62		\$896.62	
12/23/2025	24634	CHK	1118251	667-4: 26,440 KW	10/25	667-4: 26,440 KW	\$3,733.07		\$3,733.07	
12/23/2025	24635	CHK	120325	705-1: 13KW	10/25	705-1: 13KW	\$20.96		\$20.96	
12/23/2025	24636	CHK	111025	200-1: 151KW	10/25	200-1: 151KW	\$158.06		\$158.06	
12/23/2025	24637	CHK	1203251	200-2: 69 KW	10/25	200-2: 69 KW	\$45.58		\$45.58	
12/23/2025	24638	CHK	111825	667-1: 7,639 KW	10/25	667-1: 7,639 KW	\$974.79		\$974.79	
12/23/2025	24639	CHK	112025	667-5: 10,400 KW	10/25	667-5: 10,400 KW	\$1,132.99		\$1,132.99	
Totals For Vendor: Marblehead Municipal Light Department									\$7,004.81	
Marblehead Water & Sewer Commission		XXX-XX-XXXX	P.o. Box 1108 Marblehead MA 01945				No			
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total	
12/01/2025	24580	CHK	103025	07-03/10-30: PHC 35,	10/25	07-03/10-30: PHC 35,9	\$8,391.82		\$8,391.82	
			1030251	07-11/10-09: GS: 15,8	10/25	07-11/10-09: GS: 15,80	\$3,795.30		\$3,795.30	
			1030252	07-25/10-03: FC: 86,6	10/25	07-25/10-03: FC: 86,60	\$21,690.70		\$21,690.70	
			1030253	07-30/10-30: RS: 25,8	10/25	07-30/10-30: RS: 25,80	\$6,399.50		\$6,399.50	
12/12/2025	24605	CHK	111525	07-17/10-21: NBR: 15,	10/25	07-17/10-21: NBR: 15,1	\$3,661.27		\$3,661.27	
			113025	08-04/11-06: BH: 39,0	10/25	08-04/11-06: BH: 39,00	\$9,407.80		\$9,407.80	
			1130251	10-21/11/30: 1 BH: 13	10/25	10-21/11/30: 1 BH: 130	\$337.88		\$337.88	
			1115251	07-21/10-22: BR: 95,6	10/25	07-21/10-22: BR: 95,60	\$23,162.84		\$23,162.84	
12/12/2025	24616	CHK	1115252	07-21/10-22 1 BR	10/25	07-21/10-22 1 BR	\$10.06		\$10.06	
Totals For Vendor: Marblehead Water & Sewer Commission									\$76,857.17	
MassNAHRO		XXX-XX-XXXX	990 Washington Street Suite 209 Dedham MA 02026-6717				No			
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total	
12/01/2025	24581	CHK	300002161	2025 Annual Dues	10/25	2025 Annual Dues	\$527.00		\$527.00	
Totals For Vendor: MassNAHRO									\$527.00	
Metropolitan Life Insurance Company		XXX-XX-XXXX	PO Box 804466 Kansas City MO 64180-4466				No			
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total	
12/01/2025	24582	CHK	111325	10-25: TM05731474 D	10/25	10-25: TM05731474 De	\$434.37		\$434.37	

Marblehead Housing Authority Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 12/1/2025 Thru: 12/31/2026, 3) Program: Revolving Fund

Check Name	SSN / TIN	Check Address										
12/23/2025	24640	CHK	121425	11-25: Tm05731474 D	10/25	11-25: Tm05731474 De	\$434.37					
Totals For Vendor: Metropolitan Life Insurance Company											\$434.37	

MFG Constables	XXX-XX-XXXX	PO Box 684 Salem MA 01970									
											\$868.74

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total		
12/12/2025	24606	CHK	00896	14 Day Notice: [REDACTED]	10/25	14 Day Notice: [REDACTED]	\$40.00				
			00997	30 Day Notice: [REDACTED]	10/25	30 Day Notice: [REDACTED]	\$40.00				
			00998	30 Day Notice: [REDACTED]	10/25	30 Day Notice: [REDACTED]	\$40.00				
			00999	30 Day Notice: [REDACTED]	10/25	30 Day Notice: [REDACTED]	\$40.00				
			00894	14 Day Notice: [REDACTED]	10/25	14 Day Notice: [REDACTED]	\$40.00				
			00895	14 Day Notice: [REDACTED]	10/25	14 Day Notice: [REDACTED]	\$40.00				
			00898	14 Day Notice: [REDACTED]	10/25	14 Day Notice: [REDACTED]	\$40.00				
			00897	14 Day Notice: [REDACTED]	10/25	14 Day Notice: [REDACTED]	\$40.00				
			00980	14 Day Notice: [REDACTED]	10/25	14 Day Notice: [REDACTED]	\$40.00				
Totals For Vendor: MFG Constables											\$360.00

Michael Russo Jr. Plumbing & Heating Co. Inc.	XXX-XX-XXXX	190 Locust St Unit: D Lynn MA 01904									
											\$360.00

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total		
12/12/2025	24607	CHK	76165	113 FC: Replace Prim	10/25	113 FC: Replace Primar	\$2,346.80				
			71825	113 FC: Emergency C	10/25	113 FC: Emergency Co	\$2,738.00				
			C-4814	26 RS: Contract C-48	10/25	26 RS: Contract C-4814	\$54,800.00				
			71837	113 FC: Emergency R	10/25	113 FC: Emergency Re	\$23,165.00				
			C-4819	26 RS: Contract C481	10/25	26 RS: Contract C4819:	\$34,900.00				
Totals For Vendor: Michael Russo Jr. Plumbing & Heating Co. Inc.											\$117,949.80

MJS Construction Inc.	XXX-XX-XXXX	25 Popes Landing Danvers MA 01923									
											\$117,949.80

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total		
12/01/2025	24583	CHK	091825	168124: 667: ARPA F	10/25	168124: 667: ARPA FF:	\$100,314.24				
Totals For Vendor: MJS Construction Inc.											\$100,314.24

Morgan, Brown & Joy LLP	XXX-XX-XXXX	28 State Street Unit: 16th Floor Boston MA 02109									
											\$100,314.24

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total		
12/15/2025	24617	CHK	395646	08-19: General Matter	10/25	08-19: General Matters	\$82.50				
Totals For Vendor: Morgan, Brown & Joy LLP											\$82.50

National Grid	XXX-XX-XXXX	P. O. Box 371338 Pittsburgh PA 15250-7338									
											\$11,838.34

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total		
12/23/2025	24641	CHK	1124251	667-3: 5435 Therms	10/25	667-3: 5435 Therms	\$8,608.69		\$8,608.69		
12/23/2025	24642	CHK	112425	667-2: 2043 Therms	10/25	667-2: 2043 Therms	\$3,229.65		\$3,229.65		
Totals For Vendor: National Grid											\$11,838.34

New England Regional Council	XXX-XX-XXXX	701 Hebron Avenue 3rd Floor Glastonbury CT 06033									
											\$177.00

Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total		
12/23/2025	24643	CHK	300001998	2026: Housing Agenc	10/25	2026: Housing Agency	\$177.00		\$177.00		
Totals For Vendor: New England Regional Council											\$177.00

Marblehead Housing Authority Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 12/1/2025 Thru: 12/31/2026, 3) Program: Revolving Fund

Check Name		SSN / TIN	Check Address				Print 1099		
North of Boston Media Group		XXX-XX-XXXX	100 Turnpike Street North Andover MA 01845				Yes		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/23/2025	24644	CHK	11303266	113 FC: Bid ad Fire E	10/25	113 FC: Bid ad Fire Esc	\$1,109.70		\$1,109.70
Totals For Vendor: North of Boston Media Group									\$1,109.70
OD Answering Services LLC		XXX-XX-XXXX	11 Manning Street Medford MA 02155				Yes		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/12/2025	24608	CHK	17984A	Dedicated Line, PHA	10/25	Dedicated Line, PHA en	\$563.00		\$563.00
Totals For Vendor: OD Answering Services LLC									\$563.00
Pitney Bowes Global Financial Services LLC		XXX-XX-XXXX	PO Box 981022 Boston MA 02298-1022				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/01/2025	24584	CHK	3321600167	10-5/1-4-26: Mailstatio	10/25	10-5/1-4-26: Mailstation	\$63.48		\$63.48
Totals For Vendor: Pitney Bowes Global Financial Services LLC									\$63.48
PRIMO Brands		XXX-XX-XXXX	P. O. Box 856192 Louisville KY 40285-6192				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/23/2025	24645	CHK	15K6708958693	10-27/11-26: 113 FC Water	10/25	10-27/11-26: 113 FC Water	\$72.46		\$72.46
Totals For Vendor: PRIMO Brands									\$72.46
Principal Bank as Custodian FBO Commonwealth of MA		XXX-XX-XXXX	P.O. Box 830984 Philadelphia PA 19182				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/01/2025	24570	CHK	120125	457: November 2025	10/25	457: November 2025	\$300.00		\$300.00
Totals For Vendor: Principal Bank as Custodian FBO Commonwealth of MA									\$300.00
Principal Bank as Custodian FBO Commonwealth of MA		XXX-XX-XXXX	P. O. Box 830984 Philadelphia PA 19182				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/01/2025	24571	CHK	120125	OBRA: November 202	10/25	OBRA: November 2025	\$307.22		\$307.22
Totals For Vendor: Principal Bank as Custodian FBO Commonwealth of MA									\$307.22
Republic Services, Inc.		XXX-XX-XXXX	PO Box 71068 Charlotte NC 28272-1068				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/01/2025	24585	CHK	0094-002128567	10-25: Trash Pick up	10/25	10-25: Trash Pick up	\$3,130.45		\$3,130.45
12/23/2025	24646	CHK	0094-002146075	11-25: Trash Pickup	10/25	11-25: Trash Pickup	\$3,226.87		\$3,226.87
Totals For Vendor: Republic Services, Inc.									\$6,357.32
Salem Housing Authority		XXX-XX-XXXX	27 Charter Street Salem MA 01970				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/12/2025	24609	CHK	#11-2025	11-25: Management F	10/25	11-25: Management Fe	\$10,961.00		\$10,961.00
			#12-2025	12-25: Management F	10/25	12-25: Management Fe	\$10,961.00		\$10,961.00
Totals For Vendor: Salem Housing Authority									\$21,922.00

Marblehead Housing Authority Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 12/1/2025 Thru: 12/31/2026, 3) Program: Revolving Fund

Check Name	SSN / TIN	Check Address				Print 1099			
Sperling Interactive	XXX-XX-XXXX	10 Derby Square Unit: 1 Salem MA 01970				No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
12/12/2025	24610	CHK	17661	12-25/11-26: Annual H	10/25	12-25/11-26: Annual Ho	\$1,373.00		\$1,373.00
12/23/2025	24647	CHK	17899	11-25: Maintenance	10/25	11-25: Maintenance	\$260.00		\$260.00
			17710	10-25: Maintenance	10/25	10-25: Maintenance	\$260.00		\$260.00
Totals For Vendor: Sperling Interactive									\$520.00
Superior Landscape, Inc.	XXX-XX-XXXX	PO Box 1330 Marblehead MA 01945				No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
12/12/2025	24611	CHK	R7332	10-25: 2/Trim, 6/Lawn	10/25	10-25: Trim, Lawn Cuts	\$2,650.00		\$2,650.00
12/23/2025	24648	CHK	R7698	11-25: Lawn cut, Fall	10/25	11-25: Lawn cut, Fall Cl	\$5,290.00		\$5,290.00
Totals For Vendor: Superior Landscape, Inc.									\$5,290.00
SV Design LLC	XXX-XX-XXXX	126 Dodge Street Beverly MA 01915				No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
12/12/2025	24612	CHK	49844	09-27/11-01: Professi	10/25	09-27/11-01: Profession	\$1,300.00		\$1,300.00
Totals For Vendor: SV Design LLC									\$1,300.00
The Carpet Liquidator	XXX-XX-XXXX	199 Newbury Street Danvers MA 01923				No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
12/01/2025	24586	CHK	8295	26 Rowland/#202: VC	10/25	26 Rowland/#202: VCT,	\$6,688.50		\$6,688.50
Totals For Vendor: The Carpet Liquidator									\$6,688.50
Thomas Russell	XXX-XX-XXXX	78 Pleasant Street Unit: 5 Marblehead MA 01915				No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
12/23/2025	24649	CHK	122225	07-01/11-30: Milage R	10/25	07-01/11-30: Milage Rei	\$689.80		\$689.80
Totals For Vendor: Thomas Russell									\$689.80
Toshiba America Business Solutions	XXX-XX-XXXX	PO Box 70241 Philadelphia PA 19176-0241				No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
12/23/2025	24650	CHK	5036588501	RS: 11-15/12-14: Sca	10/25	RS: 11-15/12-14: Scann	\$262.00		\$262.00
Totals For Vendor: Toshiba America Business Solutions									\$262.00
Town Of Marblehead	XXX-XX-XXXX	Assessors 7 Widger Road Marblehead MA 01945				No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
12/12/2025	24613	CHK	120425	FY2026: In Lieu Of Ta	10/25	FY2026: In Lieu Of Tax	\$5,073.00		\$5,073.00
Totals For Vendor: Town Of Marblehead									\$5,073.00
Town of Marblehead Board of Health	XXX-XX-XXXX	Mary A. Alley Municipal Building 7 Widger Road Marblehead MA 01945				No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
12/01/2025	24587	CHK	15688	10-25: Trash	10/25	10-25: Trash	\$547.20		\$547.20
12/23/2025	24651	CHK	15747	11-25: Trash	10/25	11-25: Trash	\$114.80		\$114.80
12/23/2025	24652	CHK	12225	2026: 2-Permit to disp	10/25	2026: 2-Permit to dispo	\$640.00		\$640.00
Totals For Vendor: Town of Marblehead Board of Health									\$640.00
									\$1,302.00

Marblehead Housing Authority Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 12/1/2025 Thru: 12/31/2026, 3) Program: Revolving Fund

Check Name		SSN / TIN	Check Address				Print 1099		
Town of Marblehead Financial Services		XXX-XX-XXXX	7 Widger Road Marblehead MA 01945				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/12/2025	24614	CHK	110125	10-25: Fuel	10/25	10-25: Fuel	\$199.43		\$199.43
12/23/2025	24653	CHK	2158763	11-25: Fuel	10/25	11-25: Fuel	\$179.49		\$179.49
Totals For Vendor: Town of Marblehead Financial Services							\$179.49		\$179.49
Town Of Marblehead Office Of Retir		XXX-XX-XXXX	Mary Alley Building 7 Widger Road Marblehead MA 01945				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/01/2025	24588	CHK	120125	11-25: Retirement	10/25	11-25: Retirement	\$4,189.88		\$4,189.88
Totals For Vendor: Town Of Marblehead Office Of Retir							\$4,189.88		\$4,189.88
Tri-City Sales		XXX-XX-XXXX	262 Highland Ave Salem MA 01970				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/12/2025	24615	CHK	S00018666	65 FC: 1 Oven	10/25	65 FC: 1 Oven	\$1,998.99		\$1,998.99
Totals For Vendor: Tri-City Sales							\$1,998.99		\$1,998.99
Uline, Inc.		XXX-XX-XXXX	P.O. Box 88741 Chicago IL 60680-1741				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/23/2025	24654	CHK	43636047	NFC: Maintenance Su	10/25	NFC: Maintenance Sup	\$725.84		\$725.84
Totals For Vendor: Uline, Inc.							\$725.84		\$725.84
Verizon		XXX-XX-XXXX	P.O. Box 15124 Albany NY 12212-5124				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/01/2025	24589	CHK	110525	10-06/11-05: Maint. D	10/25	10-06/11-05: Maint. De	\$94.56		\$94.56
			1105251	10-06/11-05: Fax Line	10/25	10-06/11-05: Fax Line	\$56.06		\$150.62
12/23/2025	24655	CHK	120525	11-06/12-15: Maint. D	10/25	11-06/12-15: Maint. De	\$93.34		\$93.34
			1205251	11-06/12-15: Fax Line	10/25	11-06/12-15: Fax Line	\$55.90		\$149.24
Totals For Vendor: Verizon							\$149.24		\$149.24
Verizon Wireless		XXX-XX-XXXX	PO Box 15062 Albany NY 12212-5062				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/01/2025	24590	CHK	110425	10-05/11-04: Cells	10/25	10-05/11-04: Cells	\$260.44		\$260.44
12/23/2025	24656	CHK	6130199001	11-05/12-04: Cells	10/25	11-05/12-04: Cells	\$260.44		\$260.44
Totals For Vendor: Verizon Wireless							\$260.44		\$260.44
Waterfield Design Group, Inc		XXX-XX-XXXX	50 Cross St. Winchester MA 01890				No		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/01/2025	24591	CHK	1769-24	#16812: BHC Paving	10/25	#16812: BHC Paving &	\$2,400.00		\$2,400.00
Totals For Vendor: Waterfield Design Group, Inc							\$2,400.00		\$2,400.00
Xcel Fire Protection, Inc.		XXX-XX-XXXX	11 Industrial Way Salem NH 03079				Yes		
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
12/23/2025	24657	CHK	36547	RS: Assist MHD With	10/25	RS: Assist MHD With B	\$450.00		\$450.00
Totals For Vendor: Xcel Fire Protection, Inc.							\$450.00		\$450.00
Grand Totals:							58		\$551,317.55

MANAGEMENT SERVICES AGREEMENT AMENDMENT

This Amendment is made and entered into this _____ day of _____, 2026, by and between Marblehead Housing Authority (the “Owner”) having an address at 26 Rowland Street, Marblehead, MA and Salem Housing Authority (the “Management Agent”) having an address at 27 Charter Street, Salem, MA collectively referred to herein as “the Parties.”

WHEREAS, the Parties have entered into certain Management Services Agreement dated _____ for the purpose of carrying out the day-to-day management responsibilities of the Owner Housing Authority.

WHEREAS, the Parties hereby agree to amend the said Agreement in accordance with the terms and conditions contained in this Amendment.

NOW THEREFORE, in consideration of the mutual promises and conditions contained here under and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. AMENDMENT (check and complete only the applicable amendment(s))

- The Parties agree that Article 3, “Term of Agreement” of the Agreement is hereby modified and amended as follows:

The Management Agent commenced work under the original term of this Agreement on [09/03/2021 and then on 12/14/2022] and in accordance with its terms, the Agreement was to expire on [12/31/2026]. The Parties agree that the original term of the Agreement is hereby extended by 60 months until the fiscal year end of the Owner on [12/31/31].

- The Parties agree that Article 5, “Agreement Sum” of the Agreement is hereby modified and amended as follows:

The Owner shall pay the Management Agent in current funds for the performance of the Work the annual contract sum of \$135,287.50, prorated monthly at a rate of \$.11,273.96 Payments will increase annually as according to the Budget Guidelines for allowable Executive Director salary increases/management services agreement . Payments will be made on a monthly basis. This new Agreement Sum is a result of (select all that apply):

- a change to the Owner’s approved ANUEL of _____ %.
- the previous management fee was below the maximum allowable.

2. TERMS & CONDITIONS

The Parties agree that all of the terms and conditions of the Agreement, not amended by this Amendment, shall remain in full force and effect. This Amendment shall become effective as of the date that it is approved in writing by the Department of Housing and Community Development (DHCD).

3. ENTIRE AGREEMENT

The Agreement, as amended by this Amendment, contains the entire agreement of the parties hereto with respect to the subject matter hereof. Any representations, inducements, or agreements, oral or otherwise, between the parties not contained in this Amendment shall not be of any force and effect. This Amendment may not be modified, changed or terminated, in whole or in part, in any manner other than by an agreement in writing signed by duly authorized representatives of the Parties and approved in writing by DHCD.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be duly executed under seal as of the day and year hereinbefore first written.

Owner Housing Authority

Sign: _____

Date: _____

Print Name: Jennifer Schaeffner

Print Title: Chairperson

Management Agent

Sign: _____

Date: _____

Print Name: Aaron Patternoster

Print Title: Chairperson

