



<p>DATE POSTED:</p> <p>Town Clerk Use Only</p>
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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

When: Mar 17, 2026 03:00 PM Eastern Time (US and Canada)

Topic: Marblehead Housing Authority Board Meeting

Join from PC, Mac, iPad, or Android:

<https://us02web.zoom.us/j/81506630123?pwd=fRGmaLmRYdNm4wfgayqCNHjJSq4PNp.1>

Passcode:965292

Phone one-tap:

+13052241968,,81506630123#,,,,*965292# US

+13092053325,,81506630123#,,,,*965292# US

Join via audio:

+1 305 224 1968 US

Webinar ID: 815 0663 0123

Passcode: 965292

Tuesday	March	17	2026	3:00 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 January 20, 2026 and February 10, 2026.
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 January and February 2026.
 - b. Board Vote-Financial Statements as provided by Fenten Ewald and Associates for period ending 1/31/26 and 2/28/26.
 - c. Board Vote-2026 Wage Match Employee Acknowledgement and Certification
 - d. Board Vote-2026 Marblehead Housing Authority Budget including a Budget Presentation by Paul Pavia, Fee Accountant
 - e. 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: March 10, 2026

**MINUTES OF THE
REGULAR MEETING
FOR THE MARBLEHEAD HOUSING AUTHORITY
Tuesday January 20, 2026
4:00 p.m.**

I. Called Meeting to Order at 4:00 p.m.

II. Roll Call

Present

Jenn Schaeffner
Terri Tauro
Jean Eldridge
Bill Kuker

Absent

Kristin duBay Horton

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

III. Minutes of Previous Meeting(s)

Bill Kuker moved to approve the Minutes of the Regular Meeting held on December 16, 2025 at 4pm. Jean Eldridge seconded the motion and the vote was as follows:

Ayes

Jenn Schaeffner
Jean Eldridge
Bill Kuker
Terri Tauro

Nays

IV. Tenant/Public Engagement

Sandra Winter, FC- Offered thanks for maintenance to the great job they did at snow removal.

Elaine McGrath, Roads School-Offers gratitude for the Maintenance Department and snow removal, stating they did a great job. Elaine also compliments Robert Lambert, newly hired Housing Manager, stating he is doing a great job and has been very responsive. Elaine also thanks Commissioner Tauro for the recent listening session meeting. Elaine asks when the next meeting will take place as well. She also comments on the number of notices to quit on the monthly vendor payment report and asks for clarification on wording on the vendor payment summary. Elaine provides feedback on the agenda item related to the renewal of the management services agreement. She states that staff capacity in the Marblehead office is low and often the door is locked due to minimal staff in the office. She also comments how the MHA staff need to be able to answer general questions as it relates to the application process. ED shares with Board that for safety reasons, if one staff person is in the office alone, the front door is not open to walk ins but the office is open to business, calls and emails. ED states that there are two full-time staff and three part-time staff so if there is an instance where more than one person is out on vacation or sick, there may be stretches of time where the walk ins to the lobby are restricted. ED also discussed how the front office Manager does and can answer questions related to CHAMP, application process, uploading documents and providing updates/info on verifying someone's application.

V. 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.

VI. Items from the Commissioners

Chair Jenn Schaeffner announced that MHA Board sent some candy to State Rep Jenny Armini following her accident, noting she severely broke her leg/ankle. Jenn also noted the proper protocol was followed with regard to ethics requirements. Terri Tauro also discussed how the Commissioner office hours will continue and the decision for now was to offer the hours following after the existing hours offered by Laura Veligor. Terri announced the next opportunity for Commissioner office hours would be:

Powderhouse Court-2/24/26 at 4pm and

Farrell Court-2/23/26 at 4pm

A member asked if information can be obtained with regard to monthly amount of calls/inquiries on champ and the application process.

VII. Report from Committees

Jenn Schaeffner reviewed the recent Housing Committee meeting, what was discussed and the general consensus of the public that attended seemed to be in favor of affordable housing on the Coffin School Property.

VIII Report of the Executive Director

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

VIII. New Business

- a. Board Vote-Vendor Payment Bills for Period Ending December 31, 2025.

Bill Kuker motioned to approve the Vendor payments for period ending December 31, 2025 which was seconded by Jean Eldridge. The vote was as follows:

Ayes

Nayes

Jean Eldridge
Jenn Schaeffner
Bill Kuker
Terri Tauro

- b. Board Vote-Monthly Balance Statements of Revenues and Expenses as prepared by Fenton, Ewald and Associates for period ending November 30, 2025.

Bill Kuker moved to approve the Balance Statements of Revenues and expenses as prepared by Fenton, Ewald and Associates for period ending November 30, 2025 which was seconded by Terri Tauro. The vote was as follows:

Ayes

Nays

Jean Eldridge
Jenn Schaeffner
Bill Kuker
Terri Tauro

- c. Board Vote-Approval of the lowest bidder, GVW, Inc. for the Fire Escape Repaint/Walkway Site Work at Farrell Court, Project #168128 in the amount of \$394,435.00

Jean Eldridge motioned to approve GVW, Inc. as presented which was seconded by Bill Kuker. The vote was as follows:

Ayes

Nays

Jean Eldridge
Jenn Schaeffner
Bill Kuker
Terri Tauro

- d. Collection of Losses and Write Offs for period ending 12/31/25

Terri Tauro motioned to approve the collection of losses and write offs for period ending 12/31/25 in the amount of \$691.00 which was seconded by Bill Kuker. The vote was as follows:

Ayes

Nays

Jean Eldridge
Jenn Schaeffner
Bill Kuker
Terri Tauro

- e. Board Vote-Renewal of Management Services Agreement with Salem Housing Authority.

A letter of support was read by Chair Schaeffner, written by Thomas Russell, Maintenance Foreman, in support of the extension of the agreement with the Salem Housing Authority.

A motion was made by Terri Tauro which was seconded by Bill Kuker to approve the extension of the Management Services Agreement with the Salem Housing Authority to 12/31/2030 as presented. The vote was as follows:

Ayes

Jean Eldridge
Jenn Schaeffner
Bill Kuker
Terri Tauro

Nays

IX. Adjournment

Jean Eldridge moved that the Board adjourn the regular Meeting at 5:30 p.m. Bill Kuker seconded the motion to adjourn the meeting. The vote was as follows:

Ayes

Jean Eldridge
Jenn Schaeffner
Bill Kuker
Terri Taruo

Nays

Chairman Schaeffner adjourned the meeting at 5:30 PM.

Respectfully Submitted,

Cathy Sheehan

Cathy Hoog, Executive Director

**MINUTES OF THE
REGULAR MEETING
FOR THE MARBLEHEAD HOUSING AUTHORITY
Tuesday February 10, 2026
4:00 p.m.**

I. Called Meeting to Order at 4:00 p.m.

II. Roll Call

Present

Jenn Schaeffner

Terri Tauro

Bill Kuker

Kristin duBay Horton

Absent

Jean Eldridge

Also Present: Cathy Hoog, Executive Director, Gary Dean, Director of Maintenance Operations (joined online), Stefano Basso, AIA, MHA Design Consultant (joined online), Brendan Julien, Assistant Project Director, Winn Development Team (joined online) and Samantha Randel, Development Consultant, Winn Development Team (joined online)

III. New Business

- a. Board Vote-Top 5 Salary Form, Lead Paint Compliance Form, Year end financials as of 12/31/2026 as prepared by Fenten, Ewald and Associates

Terri Tauro motioned to approve the Top Five Salary Form, Lead Paint Compliance Form and the Year End Financials for period ending December 31, 2025 as presented which was seconded by Bill Kuker. The vote was as follows:

Ayes

Jenn Schaeffner

Bill Kuker

Nayes

Terri Tauro
Kristin duBay Horton

- b. Broughton Road Design Presentation by Winn Development Team-The Winn Development Team provided a presentation of drawings showing the latest Broughton Road design iterations of the new building of 60 units, views of the green spaces, community gardens and newly designed units toward the back of the development. The latest designs are following the feedback from the residents, the Town Leadership team, Town Police, Town Fire and the Board. Board members asked clarifying questions and offered feedback summarized below-
- The building seems “blocky”, maybe we can break that up a bit to help the square shape
 - Inquiries were made about the half bath additions to the rehabbed units. (Winn commented that these designs were still in process as the focus has been on the main site plan)
 - Inquiry was made about ensuring that Town residents will have preference to the new units in the new 55+ building. Clarity was discussed on Fair Housing laws and the requirements of funding sources.
 - Concerns were shared about preferences and wanting local applicants and veteran preferences to continue for the selection of the new building.
 - Discussion took place about the abutters meetings and ensuring that plenty of neighbors were invited to the meeting, the team discussed how homes within a 500ft radius in all directions were invited to the abutters meetings.
 - Discussion ensued about the size of the new building and whether there would be support for 60 new units
 - Suggestions were made about presenting the designs to the community and including massing drawings in comparison to the neighboring buildings would be helpful.

Stefano Basso, Design Consultant shared opinions of the latest design developments summarized below-

- The layout of the building in front is the best location
- The new building in the front creates a positive design impact on overall entrance of the development
- The gables on the new building look really nice, suggests pulling them further back along the side of the building to impact the massing
- The green space incorporated is really nice
- The new build units in the back look really great and flow with the design of the new building in the front of the property

IV. Adjournment

Bill Kuker moved that the Board adjourn the regular Meeting at 5:15 p.m. Terri Tauro seconded the motion to adjourn the meeting. The vote was as follows:

Ayes

Jenn Schaeffner
Bill Kuker
Terri Taruo
Kristin duBay Horton

Nays

Chairman Schaeffner adjourned the meeting at 5:15 PM.

Respectfully Submitted,

Cathy Sheehan

Cathy Hoog, Executive Director

Executive Director Summary

March 2026

Administration/Personnel

- “Future Forward” individual enrollment/goal setting completed for nine families. Enrollment will be ongoing. Two families 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.**
- 2026 Budget Presentation will take place this meeting.

Broughton Road Redevelopment Updates

The team is further evaluating funding for the project. The Public Housing Innovations Grant was submitted last month for pre-development funding. It was unfortunately not funded.

Two abutter meetings took place this month, March 9th and 10th. Feedback was received from community members on the latest design iterations.

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 submitted to the Town of Marblehead 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

- **411 Work orders** logged for January and February 2026.
- 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. **9 projects are in motion and/or design phase.**
- **150 applications** have been pulled for review.
- See **Champ Data report** for information related to list pulls and offers made to date.
- **1 new admissions** to public housing.

- **0 Vacancies- 2 anticipated in the next month**
- **Per Request-Champ Calls were tracked. 6 Calls came in for February and 3 for March**

- **Residents and Community**
- 16 new referrals made for January and February to the Resident Services Coordinator, 439 contacts were made overall for both months.
- Ongoing programs for residents include-
 - Community coffee hours with Lt. Ostrovitz
 - Chair Yoga and Meditation
 - Community Bingo
 - Mobile Food Pantry
 - Community Office Hours with Housing Managers as well as the Resident Services Coordinator
- For more detailed information related to contacts made, please see the **Resident Services Coordinator monthly report.**

Marblehead CHAMP List Pull Report

Date pulled	List ID	Criteria	# Applicants pulled	Priority, Veteran, Local, pre- denied	DNR & Deselected	Eligible Candidates	Offers	Offers Accepted	Rejected Units	List Status	Rejected unit Notes
2/27/2025	28000812	1BR Elderly Stairs	50			8	4	1	0		List is closed
3/20/2025	28163975	2BR Family	100			1	1	1	1		List is closed
3/20/2025	28167979	3BR Family	100			1	1	0	1		List is closed
3/24/2025	28181993	1BR Elderly Stairs	50			2	2	1	1		List is closed
3/24/2025	28185000	1BR Elderly No Stairs	50			2	2	1	1		List is closed
5/30/2025	28638453	3BR Family	100			2	2	1	0		List is closed
6/12/2025	28720535	1BR Elderly No Stairs	50			5	5	4	1		List is closed
6/12/2025	28723538	1BR Elderly Stairs	50			8	8	4	4		List is closed
8/14/2025	29146961	2BR Family	100			2	2	0	0		List is closed
8/19/2025	29174989	1BR Elderly, Stairs	50			2	2	1	0		List is closed
10/1/2025	29448266	1BR Elderly No Stairs	50			1	1	1	0		List is closed
10/1/2025	29449267	3BR Family	100			1	1	1	0		List is closed

**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: 1/1/2026, Created Through: 3/1/2026, Completed From: 1/1/1900, Completed Through: 12/31/9999

Priority	Count	Incomplete	Complete	Tot. Days	Avg. Days
Emergency	10	0	10	1.15	0.12
Routine	6	1	5	17.12	3.42
Inspection UPCS	1	0	1	0.25	0.25
Totals:	17	1	16	18.52	1.16

Assigned Employee	Count	Incomplete	Complete	Tot. Days	Avg. Days
Brian Sauvageau	7	1	6	0.03	0.01
Kevin Vazquez	2	0	2	0.29	0.15
Tim Collins	1	0	1	0.25	0.25
TJ Russell	7	0	7	17.95	2.56
Totals:	17	1	16	18.52	1.16

**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: 1/1/2026, Created Through: 3/1/2026, Completed From: 1/1/1900, Completed Through: 12/31/9999

Priority	Count	Incomplete	Complete	Tot. Days	Avg. Days
Emergency	16	0	16	8.70	0.54
Routine	14	4	10	97.34	9.73
Inspection UPCS	1	0	1	6.21	6.21
Totals:	31	4	27	112.25	4.16

Assigned Employee	Count	Incomplete	Complete	Tot. Days	Avg. Days
Brian Sauvageau	9	2	7	38.91	5.56
Kevin Vazquez	2	0	2	34.00	17.00
Steve Abramo	5	0	5	8.08	1.62
Tim Collins	3	2	1	0.13	0.13
TJ Russell	12	0	12	31.13	2.59
Totals:	31	4	27	112.25	4.16

411 Total work orders these months - JANUARY + FEBRUARY

**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: 1/1/2026, Created Through: 3/1/2026, Completed From: 1/1/1900, Completed Through: 12/31/9999

Priority	Count	Incomplete	Complete	Tot. Days	Avg. Days
Emergency	32	0	32	2.82	0.09
Routine	41	8	33	67.35	2.04
Inspection UPCS	6	4	2	0.21	0.11
Totals:	79	12	67	70.38	1.05

Assigned Employee	Count	Incomplete	Complete	Tot. Days	Avg. Days
Brian Sauvageau	11	2	9	5.66	0.63
Kevin Vazquez	7	0	7	1.92	0.27
Steve Abramo	3	0	3	1.83	0.61
Tim Collins	25	5	20	51.82	2.59
TJ Russell	33	5	28	9.15	0.33
Totals:	79	12	67	70.38	1.05

**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: 1/1/2026, Created Through: 3/1/2026, Completed From: 1/1/1900, Completed Through: 12/31/9999

Priority	Count	Incomplete	Complete	Tot. Days	Avg. Days
Emergency	12	0	12	6.42	0.54
Routine	94	14	80	74.07	0.93
Preventive	16	2	14	356.30	25.45
Totals:	122	16	106	436.79	4.12

Assigned Employee	Count	Incomplete	Complete	Tot. Days	Avg. Days
Brian Sauvageau	4	2	2	1.17	0.59
Kevin Vazquez	4	1	3	12.08	4.03
Steve Abramo	2	0	2	0.67	0.34
Tim Collins	17	3	14	80.26	5.73
TJ Russell	96	10	86	342.61	3.98
Totals:	122	16	106	436.79	4.12

**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: 1/1/2026, Created Through: 3/1/2026, Completed From: 1/1/1900, Completed Through: 12/31/9999

Priority	Count	Incomplete	Complete	Tot. Days	Avg. Days
Emergency	9	0	9	12.71	1.41
Routine	34	1	33	79.79	2.42
Inspection UPCS	2	0	2	2.30	1.15
Totals:	45	1	44	94.80	2.15

Assigned Employee	Count	Incomplete	Complete	Tot. Days	Avg. Days
Brian Sauvageau	3	1	2	0.17	0.09
Kevin Vazquez	1	0	1	1.13	1.13
Steve Abramo	28	0	28	86.96	3.11
Tim Collins	3	0	3	1.34	0.45
T.J Russell	10	0	10	5.20	0.52
Totals:	45	1	44	94.80	2.15

**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: 1/1/2026, Created Through: 3/1/2026, Completed From: 1/1/1900, Completed Through: 12/31/9999

Priority	Count	Incomplete	Complete	Tot. Days	Avg. Days
Emergency	19	0	19	3.53	0.19
Routine	12	3	9	42.38	4.71
Inspection UPCS	2	0	2	10.21	5.11
Totals:	33	3	30	56.12	1.87

Assigned Employee	Count	Incomplete	Complete	Tot. Days	Avg. Days
Brian Sauvageau	5	0	5	0.24	0.05
Kevin Vazquez	6	0	6	22.08	3.68
Steve Abramo	7	0	7	4.46	0.64
Tim Collins	3	1	2	2.30	1.15
T.J Russell	12	2	10	27.04	2.70
Totals:	33	3	30	56.12	1.87

**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: 1/1/2026, Created Through: 3/1/2026, Completed From: 1/1/1900, Completed Through: 12/31/9999

Priority	Count	Incomplete	Complete	Tot. Days	Avg. Days
Emergency	39	0	39	32.84	0.84
Routine	30	9	21	22.60	1.08
Inspection UPCS	7	1	6	46.84	7.81
Totals:	76	10	66	102.28	1.55

Assigned Employee	Count	Incomplete	Complete	Tot. Days	Avg. Days
Brian Sauvageau	6	0	6	1.12	0.19
Kevin Vazquez	11	3	8	8.75	1.09
Steve Abramo	3	0	3	0.67	0.22
Tim Collins	14	2	12	39.09	3.26
TJ Russell	42	5	37	52.65	1.42
Totals:	76	10	66	102.28	1.55

**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: 1/1/2026, Created Through: 3/1/2026, Completed From: 1/1/1900, Completed Through: 12/31/9999

Priority	Count	Incomplete	Complete	Tot. Days	Avg. Days
Emergency	4	0	4	0.38	0.10
Routine	4	2	2	0.21	0.11
Totals:	8	2	6	0.59	0.10

Assigned Employee	Count	Incomplete	Complete	Tot. Days	Avg. Days
Kevin Vazquez	3	2	1	0.08	0.08
Tim Collins	1	0	1	0.13	0.13
TJ Russell	4	0	4	0.38	0.10
Totals:	8	2	6	0.59	0.10

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: 1/1/2026, Created Through: 3/1/2026, 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

*NO New Vacancies
in this time period*

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: 1/1/2026, Completed Through: 3/1/2026

No Information For Selected Criteria

No Information For Selected Criteria

No Information For Selected Criteria

*No completed vacancies
in this time period*

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

2/20/26 – Contracts are in the process of signing

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

MHA MODERNIZATION (Capital Projects)

6/29/2025 – design documents uploaded to CapHub

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

3/04 – Testing done at all sights

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

MHA MODERNIZATION (Capital Projects)

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

3/04 – testing done at all sights

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

2/18 – Testing Done in the attics and ceilings at RS

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.

Unit Address	City	State	Bedroom Size	Admission Date	Action Type	Move Out Reason	Effective Date
19 Broughton Road	Marblehead	MA	2	04/15/2003	End Participation		02/11/2026

Unit Address	City	State	Bedroom Size	Admission Date	Action Type	Move Out Reason	Effective Date
1 Green Street Court	Marblehead	MA	1	02/20/2026	New Admission		02/20/2026
96 Farrell Court	Marblehead	MA	1	05/07/2009	End Participation		02/03/2026

Unit Address	City	State	Bedroom Size	Admission Date	Action Type	Move Out Reason	Effective Date
28 Broughton Road	Marblehead	MA	2	09/12/2023	End Participation	Transfer	01/21/2026



FUTURE FORWARD

Self-Sufficiency Program (SSP)

MONTHLY REPORT: MAR. 2026

PREPARED BY: Sandra Reiniger/Future Forward Coordinator

PROGRAM OVERVIEW

The Future Forward Self-Sufficiency Program (SSP) supports Public Housing residents working toward greater economic stability through goal planning, connection to community resources, and individualized support and coaching

PROGRAM SNAPSHOT

Marblehead Housing Authority

- Total Participants Enrolled: 6
- In Process of Enrollment: 2
- With Escrow: 2

Salem Housing Authority

- Total Participants Enrolled: 7
- In Process of Enrollment: 2
- With Escrow: 1

TOTAL ESCROW SAVED- Through Feb, 2026 - \$3,343.00

Marblehead –\$2,911.

Salem - \$352.

MONTHLY HIGHLIGHTS

- Women’s Money Matters – Initial cohort confirmed, potential start date: April 30, 6:30-8:00
8 Weeks, 12-15 Participants, 1 on1 weekly mentoring included!
- MBI Grant Computer Delivery of 40 new lap tops 3/5

UPCOMING ACTIVITIES & FOCUS AREAS

- Continue intake and enrollment in Future Forward Program
- Work with the RS team on developing required documentation and procedures to support the launch of our new Mass Broadband Institute grant funded “Connected and Online” initiative, including laptop computers and other equipment for an onsite computer lab and lending library.
- Work with the RS team on developing plans and procedures for the new Rainbow Hub, our multipurpose space for workshops, meetings and computer access.
- Develop outreach materials for initial cohort of “Financial Futures” program through Women’s Money Matters.



Cathy Sheehan, Executive Director

February 3, 2026

RESIDENT SERVICE COORDINATOR
MONTHLY REPORT - January 2026

<u>Total Referrals to RSC:</u>	11
From agency: (including MHA staff, MCC)	5
From individual: (including MHA residents, family members, etc.)	6
<u>Contacts:</u>	284
Phone calls:	144
Emails:	115
Home visits:	7
Office visit:	4
Flyers:	4
Programs:	10
(Office Hours x3 + Mobile Pantry x3 + Chair Yogax4 = 72 participants)	
*Coffee w Lt. Ostrovitz postponed due to snow	

Meetings:

- 1/12/26 - MPD Community Meeting
- 1/13/26 - EOHLC's RSC Training - Know Your Rights
- 1/21/26 - RSC Supervision
- 1/29/26 - Rotary Club

Referrals made by RSC:

- 1 MEM
- 2 AgeSpan
- 1 COA



Cathy Sheehan, Executive Director

March 10, 2026

RESIDENT SERVICE COORDINATOR
MONTHLY REPORT – February 2026

<u>Total Referrals to RSC:</u>	5
From agency: (including MHA staff, MCC)	1
From individual: (including MHA residents, family members, etc.)	4
<u>Contacts:</u>	155
Phone calls:	66
Emails:	65
Home visits:	8
Office visit:	4
Flyers:	4
Programs:	8
(Office Hour @ RS + Mobile Pantry x3 + Chair Yoga x2 + Coffee w Lt O @ FC + BINGO @ RS = 83 participants) (4 cancellations due to snow)	
<u>Meetings:</u>	
• 2/5/26 – S/MHA Manager’s Meeting	
• 2/18/26 – S/MHA RSC Supervision	
<u>Referrals made by RSC:</u>	
• 1 MCC	
• 3 LIHEAP	

Marblehead Housing Authority

Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 1/1/2026 Thru: 2/28/2026, 3) Program: Revolving Fund

Check Name	SSN / TIN	Check Address								Print 1099
A-1 Exterminators Inc										No
XXX-XX-XXXX PO Box 310 Lynn MA 01903-0310										
<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>	
01/20/2026	24658	CHK	3278053	RS: 12-16: Outside Ro	01/26	RS: 12-16: Outside Rod	\$72.00		\$72.00	
01/30/2026	24700	CHK	3290364	BR: 01-08: Outside Ro	01/26	BR: 01-08: Outside Rod	\$426.00			
			3290408	01-13: Outside Rodent	01/26	01-13: Outside Rodent	\$72.00		\$498.00	
Totals For Vendor: A-1 Exterminators Inc									\$570.00	
Ace Hardware										No
XXX-XX-XXXX 70 Atlantic Avenue Marblehead MA 01945-3042										
<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>	
01/20/2026	24659	CHK	351632	Maintenance Supplies	01/26	Maintenance Supplies	\$11.39		\$11.39	
01/30/2026	24701	CHK	351856/1	Maintenance Supplies	01/26	Maintenance Supplies	\$17.98		\$17.98	
02/09/2026	24716	CHK	352055/1	Outlets	01/26	Outlets	\$50.38		\$50.38	
Totals For Vendor: Ace Hardware									\$79.75	
Air-Tight Weatherization LLC										No
XXX-XX-XXXX 165 Boston St Salem MA 01970										
<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>	
02/18/2026	24746	CHK	02182026	2015 Ford Transit Van	01/26	2015 Ford Transit Van:	\$9,250.00		\$9,250.00	
Totals For Vendor: Air-Tight Weatherization LLC									\$9,250.00	
Andrew M. Brockway & Associates										Yes
XXX-XX-XXXX 209 Parker Street Acton MA 01720										
<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>	
01/30/2026	24702	CHK	2408.03	FISH 168124: Constru	01/26	FISH 168124: Construct	\$3,500.00		\$3,500.00	
Totals For Vendor: Andrew M. Brockway & Associates									\$3,500.00	
Bay State Electric										Yes
XXX-XX-XXXX 38 Bowditch Street Peabody MA 01960										
<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>	
01/20/2026	24660	CHK	18759	RS: Replace Lights &	01/26	RS: Replace Lights & Ti	\$1,033.37		\$1,033.37	
Totals For Vendor: Bay State Electric									\$1,033.37	
Brown & Brown Insurance Services, Inc.										No
XXX-XX-XXXX PO Box 745949 Atlanta GA 30374-5949										
<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>	
01/20/2026	24661	CHK	010926	2025-2026: State Aide	01/26	2025-2026: State Aided	\$93,804.00		\$93,804.00	
Totals For Vendor: Brown & Brown Insurance Services, Inc.									\$93,804.00	
Casey Lundregan Burns, P.C.										No
XXX-XX-XXXX 71 Washington Street Salem MA 01970										
<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>	
01/20/2026	24662	CHK	16369				\$175.00			
			16368				\$2,822.50			
			16404				\$52.50			
			16418				\$17.50			
			16427				\$50.00		\$3,117.50	
02/09/2026	24717	CHK	16662				\$317.50			
			16695				\$152.50			
			16657				\$10,900.50			
			16652				\$225.00			
			16649				\$305.00			
			16637				\$205.00			
			16608				\$70.00			

Marblehead Housing Authority

Payment History Report

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Check Name	SSN / TIN	Check Address			Print 1099			
		16607		01/26	\$203.00			
Totals For Vendor: Casey Lundregan Burns, P.C.					\$12,378.50			
					\$15,496.00			
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 Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
01/20/2026	24663	CHK	121425			\$129.94		
			121625			\$208.05		
			010526			\$559.49		
			010126			\$99.95		
			010426			\$99.95		\$1,097.38
02/09/2026	24718	CHK	011626			\$208.05		
			011426			\$129.94		\$337.99
Totals For Vendor: Comcast					\$1,435.37			
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 Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
01/20/2026	24664	CHK	A7625	33 BR: Clear Sewer D	01/26 33 BR: Clear Sewer Dra	\$335.00		\$335.00
01/30/2026	24703	CHK	A7697	22 BH: Clear Sewer D	01/26 22 BH: Clear Sewer Dra	\$335.00		\$335.00
02/09/2026	24719	CHK	A7742	44-45 BR: Clear Main	01/26 44-45 BR: Clear Main S	\$395.00		\$395.00
Totals For Vendor: Drainpro Corporation					\$1,065.00			
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 Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
01/20/2026	24665	CHK	94030981	FC: Boiler Room Supp	01/26 FC: Boiler Room Suppli	\$669.53		
			93966481	Maintenance Supplies	01/26 Maintenance Supplies	\$59.70		\$729.23
02/09/2026	24720	CHK	94440369	Symons Parts	01/26 Symons Parts	\$120.55		\$120.55
Totals For Vendor: F. W. Webb Company					\$849.78			
Fenton Ewald & Associates P.C.	XXX-XX-XXXX	Certified Public Accountants 280 Hillside Avenue Needham MA 02494 -1365			No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
01/20/2026	24666	CHK	010126	01-26: Accounting Ser	01/26 01-26: Accounting Servi	\$1,347.00		\$1,347.00
02/09/2026	24721	CHK	020126	01-26: Professional S	01/26 01-26: Professional Ser	\$1,347.00		\$1,347.00
Totals For Vendor: Fenton Ewald & Associates P.C.					\$2,694.00			
Ford Motor Credit Company LLC	XXX-XX-XXXX	PO Box 738506 Unit: Dallas TX 75373-8506			No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
01/20/2026	24667	CHK	1782341	12-25: Act 9628300: 2	01/26 12-25: Act 9628300: 20	\$1,376.83		\$1,376.83
02/09/2026	24722	CHK	1782583	01-26: Act 9628300: 2	01/26 01-26: Act 9628300: 24	\$1,376.83		\$1,376.83
Totals For Vendor: Ford Motor Credit Company LLC					\$2,753.66			
Gary L Depace CPA PC	XXX-XX-XXXX	212 D Main Street Monson MA 01057			No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
01/20/2026	24668	CHK	121925	2024: Professional Se	01/26 2024: Professional Serv	\$5,250.00		\$5,250.00
Totals For Vendor: Gary L Depace CPA PC					\$5,250.00			
Gilbert & Cole	XXX-XX-XXXX	P.O. Box 947 42 Bessom Street 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 Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
01/20/2026	24669	CHK	96245	Maintenance Supplies	01/26 Maintenance Supplies	\$138.48		\$138.48
Totals For Vendor: Gilbert & Cole					\$138.48			

Marblehead Housing Authority

Payment History Report

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Check Name	SSN / TIN	Check 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	
01/30/2026	24704	CHK	999-3701-01-01-2026-OEB	01-26: Active: Employee Life & Health	01/26	01-26: Active: Employee Life & Health	\$1,751.93			
			999-3701-2025-12-01-OAB	10-25/12-25: Active: Employer Life & Health	01/26	10-25/12-25: Active: Employer Life & Health	\$15,541.99			
			99-4701-2025-12-01-OAB	10-25/12-25: RET: Employer Life, Health, Med.	01/26	10-25/12-25: RET: Employer Life, Health, Med.	\$22,598.43		\$39,892.35	
Totals For Vendor: Group Insurance Commission									\$39,892.35	
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	
02/09/2026	24723	CHK	51530	Nov 25: Monthly Servi	01/26	Nov 25: Monthly Servic	\$31.50			
			50886	Sept 25: Monthly Serv	01/26	Sept 25: Monthly Servic	\$31.50			
			51854	Dec 25: Monthly Servi	01/26	Dec 25: Monthly Servic	\$31.50		\$94.50	
Totals For Vendor: Harpers Time and Attendance - Labor Logic LLC									\$94.50	
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	
01/20/2026	24670	CHK	524581	FC: Emergency Heat	01/26	FC: Emergency Heat Pi	\$1,066.40			
			524606	PHC: Emergency Rep	01/26	PHC: Emergency Repai	\$500.00		\$1,566.40	
Totals For Vendor: Hayden Systems Inc									\$1,566.40	
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	
01/30/2026	24705	CHK	9244842729	Maintenance Supplies	01/26	Maintenance Supplies	\$1,028.67			
			9244707466	maintenance Supplies	01/26	maintenance Supplies	\$61.18		\$1,089.85	
Totals For Vendor: HD Supply									\$1,089.85	
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	
02/09/2026	24724	CHK	9244984539	Shop Stock: Stain	01/26	Shop Stock: Stain	\$64.37			
			9245034071	Shop Stock: Light bulb	01/26	Shop Stock: Light bulbs	\$279.52			
			9245008515	Shop Stock: Smoke D	01/26	Shop Stock: Smoke Det	\$713.79			
			9244842729	Maintenance Supplies	01/26	Maintenance Supplies	\$1,028.67			
			9244070746	Maintenance Supplies	01/26	Maintenance Supplies	\$61.18		\$2,147.53	
Totals For Vendor: HD Supply Facilities Maintenance - San Diego									\$2,147.53	
Intellibeam LLC		XXX-XX-XXXX 2 Haven Street Suite 301 Reading MA 01867							Yes	
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total	
01/20/2026	24671	CHK	8100	3 Laptops: R. Lambert	01/26	3 Laptops: R. Lambert,	\$2,547.00			
			7840	October 2025 and Vol	01/26	October 2025 and Volp:	\$648.92			
			8024	November 2025 and V	01/26	November 2025 and Vo	\$642.86			
			8099	PH & BH: Cable Mode	01/26	PH & BH: Cable Mode	\$336.00		\$4,174.78	
01/30/2026	24706	CHK	8025	Dec 2025 & VolP	01/26	Dec 2025 & VolP	\$644.78		\$644.78	
Totals For Vendor: Intellibeam LLC									\$4,819.56	

Marblehead Housing Authority

Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 1/1/2026 Thru: 2/28/2026, 3) Program: Revolving Fund

Check Name	SSN / TIN	Check Address							Print 1099
Jaguar Graphics, Inc.		XXX-XX-XXXX	3 Southside Road 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>
02/09/2026	24725	CHK	155332	#10 Reg. Envelopes	01/26	#10 Reg. Envelopes	\$285.00		
			154683	Maint. Dept Magnets	01/26	Maint. Dept Magnets	\$553.00		
			155193	MHA Key Tags	01/26	MHA Key Tags	\$550.50		\$1,388.50
Totals For Vendor: Jaguar Graphics, Inc.									\$1,388.50
Jean R. Eldridge		XXX-XX-XXXX	1 Lattimer Street Marblehead MA 01945						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>
02/09/2026	24726	CHK	020926	Board Comp 4th Quart	01/26	Board Comp 4th Quarte	\$576.00		\$576.00
Totals For Vendor: Jean R. Eldridge									\$576.00
Jennifer Schaeffner		XXX-XX-XXXX	20 Casino Road Marblehead MA 01945						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>
02/09/2026	24727	CHK	020926	Board Comp. 4th Quar	01/26	Board Comp. 4th Quart	\$576.00		\$576.00
Totals For Vendor: Jennifer Schaeffner									\$576.00
Kelley Annese		XXX-XX-XXXX	5 Lawrence Mountain Road Gloucester MA 01930						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>
01/20/2026	24672	CHK	122325	12-25: RS: Yoga and	01/26	12-25: RS: Yoga and R	\$375.00		\$375.00
Totals For Vendor: Kelley Annese									\$375.00
Kristen duBay Horton		XXX-XX-XXXX	23 Orne Street Marblehead MA 01945						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>
02/09/2026	24728	CHK	020926	Board Comp. 4th Quar	01/26	Board Comp. 4th Quart	\$576.00		\$576.00
Totals For Vendor: Kristen duBay Horton									\$576.00
Laura Veligor		XXX-XX-XXXX	13 Lowell Junction Road Andover MA 01810						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>
01/20/2026	24673	CHK	010526	RSC: Supplies	01/26	RSC: Supplies	\$1,238.06		
			123025	RSC: NYE Party & Pr	01/26	RSC: NYE Party & Prog	\$310.34		
			122925	RSC: NYE Games &	01/26	RSC: NYE Games & Wi	\$102.41		
			1229251	RSC: Halloween Even	01/26	RSC: Halloween Event	\$147.00		\$1,797.81
Totals For Vendor: Laura Veligor									\$1,797.81
Maestranzi Bros. Inc.		XXX-XX-XXXX	58 Dunham Road 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>
01/20/2026	24674	CHK	275320	Snowblower Tune-Up:	01/26	Snowblower Tune-Up:	\$503.86		\$503.86
Totals For Vendor: Maestranzi Bros. Inc.									\$503.86
Management Computer Services Inc.		XXX-XX-XXXX	P.O. Box 523 Sparta WI 54656-0523						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>
01/20/2026	24675	CHK	011626	2026: Annual Support	01/26	2026: Annual Support F	\$8,024.00		\$8,024.00
Totals For Vendor: Management Computer Services Inc.									\$8,024.00
Marblehead Municipal Light Department		XXX-XX-XXXX	P.O. Box 369 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>
01/20/2026	24676	CHK	121725	667-2: 7070 KWH	01/26	667-2: 7070 KWH	\$1,366.58		\$1,366.58
01/20/2026	24677	CHK	1217252	FC: 27,920 KWH	01/26	FC: 27,920 KWH	\$5,392.92		\$5,392.92
01/20/2026	24678	CHK	123025	BR: 485 KW	01/26	BR: 485 KW	\$141.73		\$141.73
01/20/2026	24679	CHK	1217251	667-1: 8494 KWh	01/26	667-1: 8494 KWh	\$1,739.61		\$1,739.61

Marblehead Housing Authority

Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 1/1/2026 Thru: 2/28/2026, 3) Program: Revolving Fund

Check Name	SSN / TIN	Check Address					Print 1099		
01/20/2026	24680	CHK	121925	667-5: 11280 KWH	01/26	667-5: 11280 KWH	\$2,225.77		\$2,225.77
01/30/2026	24707	CHK	011226	BH: 82 KWH	01/26	BH: 82 KWH	\$80.21		\$80.21
02/09/2026	24729	CHK	011626	BR: 20 KWH	01/26	BR: 20 KWH	\$20.04		\$20.04
02/09/2026	24730	CHK	011426	PH: KWH 9687	01/26	PH: KWH 9687	\$1,965.69		\$1,965.69
02/09/2026	24731	CHK	0114262	GS: 7920 KWH	01/26	GS: 7920 KWH	\$1,533.34		\$1,533.34
02/09/2026	24732	CHK	012126	RS: 11,200 KWH	01/26	RS: 11,200 KWH	\$2,216.02		\$2,216.02
02/09/2026	24733	CHK	0114261	FC: 31,560 KWH	01/26	FC: 31,560 KWH	\$6,037.37		\$6,037.37
Totals For Vendor: Marblehead Municipal Light Department									\$22,719.28
MassDOT	XXX-XX-XXXX		PO Box 55896	Boston MA 02205			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>
01/20/2026	24681	CHK	010926	2026: Driving Records	01/26	(Voided) 2026: Driving	\$100.00	(\$100.00)	\$0.00
02/09/2026	0	ZCA	010926	2026: Driving Records	01/26	2026: Driving Records:	\$100.00		
			010926	2026: Driving Records	02/26	2026: Driving Records:	(\$100.00)		\$0.00
Totals For Vendor: MassDOT									\$0.00
MassFloors, Inc.	XXX-XX-XXXX		500 Grossman Drive	Unit: 1003 Braintree MA 02184			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>
02/09/2026	24734	CHK	23-502	26 RS/#404: Remove	01/26	26 RS/#404: Remove C	\$8,811.53		\$8,811.53
Totals For Vendor: MassFloors, Inc.									\$8,811.53
MassNAHRO	XXX-XX-XXXX		990 Washington Street	Suite 209 Dedham MA 02026-6717			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>
01/20/2026	24682	CHK	011226	2026 Full Page Ad	01/26	2026 Full Page Ad	\$125.00		\$125.00
Totals For Vendor: MassNAHRO									\$125.00
Metropolitan Life Insurance Company	XXX-XX-XXXX		PO Box 804466	Kansas City MO 64180-4466			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>
01/30/2026	24708	CHK	020126	02-26: TM05731474:	01/26	02-26: TM05731474: D	\$434.37		\$434.37
Totals For Vendor: Metropolitan Life Insurance Company									\$434.37
Michael Russo Jr. Plumbing & Heating Co. Inc.	XXX-XX-XXXX		190 Locust St	Unit: D Lynn MA 01904			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>
01/20/2026	24683	CHK	72018	113 FC: Lock out Cod	01/26	113 FC: Lock out Code	\$561.30		\$561.30
01/30/2026	24709	CHK	71417	GS: Emergency Diagn	01/26	GS: Emergency Diagno	\$3,851.97		\$3,851.97
02/09/2026	24735	CHK	72107	113 FC: Maintenance	01/26	113 FC: Maintenance 3	\$5,480.90		\$5,480.90
			72835	1 GS: Reconfigure Boi	01/26	1 GS: Reconfigure Boile	\$208.50		\$5,689.40
Totals For Vendor: Michael Russo Jr. Plumbing & Heating Co. Inc.									\$10,102.67
MTE Equipment Solutions, Inc.	XXX-XX-XXXX		33 Thruway Park Drive	West Henrietta NY 14586			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>
02/09/2026	24736	CHK	03-438678	Hydraulic Oil	01/26	Hydraulic Oil	\$83.00		\$83.00
Totals For Vendor: MTE Equipment Solutions, Inc.									\$83.00
National Grid	XXX-XX-XXXX		P. O. Box 371338	Pittsburgh PA 15250-7338			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>
01/20/2026	24684	CHK	122325	667-2: 4264 THerms	01/26	667-2: 4264 THerms	\$8,630.29		\$8,630.29
01/20/2026	24685	CHK	123025	11-24/12-23: FC: 5115	01/26	11-24/12-23: FC: 5115	\$10,005.06		\$10,005.06
Totals For Vendor: National Grid									\$18,635.35

Marblehead Housing Authority

Payment History Report

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Check Name	SSN / TIN	Check Address								Print 1099
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	
01/20/2026	24686	CHK	18315A	Dedicated Maint. Line,	01/26	Dedicated Maint. Line,	\$563.00		\$563.00	
01/30/2026	24710	CHK	18639A	01-26: Dedicated Mai	01/26	01-26: Dedicated Maint,	\$563.00		\$563.00	
Totals For Vendor: OD Answering Services LLC									\$1,126.00	
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	
01/20/2026	24687	CHK	05L6708958 693	11-25/12-24: 113 FC Water	01/26	11-25/12-24: 113 FC Water	\$112.25			
			15L6708958 693	11-27/12/26: Water	01/26	11-27/12/26: Water	\$20.00		\$132.25	
01/30/2026	24711	CHK	06A6708958 693	FC: 12-15/01-14: Water	01/26	FC: 12-15/01-14: Water	\$16.57		\$16.57	
02/09/2026	24737	CHK	16A6708958 693	12-21-25/01-20-26: 3/5Gal Water	01/26	12-21-25/01-20-26: 3/5Gal Water	\$59.46		\$59.46	
Totals For Vendor: PRIMO Brands									\$208.28	
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	
01/20/2026	24688	CHK	010926	OBRA: December 202	01/26	OBRA: December 2025	\$309.15		\$309.15	
02/10/2026	24744	CHK	021026	OBRA: January 2026	01/26	OBRA: January 2026	\$309.15		\$309.15	
Totals For Vendor: Principal Bank as Custodian FBO Commonwealth of MA									\$618.30	
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	
01/20/2026	24689	CHK	010926	457: December 2025	01/26	457: December 2025	\$375.00		\$375.00	
02/10/2026	24743	CHK	021026	457: January 2026	01/26	457: January 2026	\$375.00		\$375.00	
Totals For Vendor: Principal Bank as Custodian FBO Commonwealth of MA									\$750.00	
Printer Pro Solutions, INC		XXX-XX-XXXX	174 Davis St. Douglas MA 01516							No
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total	
01/30/2026	24712	CHK	AR104071	RS: Desktop Printers:	01/26	RS: Desktop Printers: R	\$1,849.76		\$1,849.76	
Totals For Vendor: Printer Pro Solutions, INC									\$1,849.76	
Rafael B Cleaners		XXX-XX-XXXX	13 Mason Street Salem MA 01970							No
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total	
01/20/2026	24690	CHK	2930	RS: Deep Clean Offic	01/26	RS: Deep Clean Office	\$2,300.00		\$2,300.00	
Totals For Vendor: Rafael B Cleaners									\$2,300.00	
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	
01/20/2026	24691	CHK	0094- 002162945	12-25: Trash RS, BH, FC	01/26	12-25: Trash RS, BH, FC	\$3,151.26		\$3,151.26	
Totals For Vendor: Republic Services, Inc.									\$3,151.26	

Marblehead Housing Authority

Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 1/1/2026 Thru: 2/28/2026, 3) Program: Revolving Fund

Check Name	SSN / TIN	Check Address								Print 1099
Safety Insurance Company		XXX-XX-XXXX PO Box 371312 Pittsburgh PA 15250-7312								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>	
02/10/2026	24745	CHK	021026	Commercial Auto: CO	01/26	Commercial Auto: COM	\$7,676.00		\$7,676.00	
Totals For Vendor: Safety Insurance Company									\$7,676.00	
Salem Housing Authority		XXX-XX-XXXX 27 Charter Street 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>	
01/20/2026	24692	CHK	113025	11-25: SHA Exp. Reim	01/26	11-25: SHA Exp. Reimb	\$3,346.39			
			#01-2026	01-26: Management F	01/26	01-26: Management Fe	\$11,170.00		\$14,516.39	
01/30/2026	24713	CHK	#02-2026	02-26: Management F	01/26	02-26: Management Fe	\$11,170.00			
			013126	12-25: SHA Exp. Reim	01/26	12-25: SHA Exp. Reimb	\$1,030.23		\$12,200.23	
Totals For Vendor: Salem Housing Authority									\$26,716.62	
[REDACTED]		XXX-XX-XXXX 21 Intrepid Circle 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>	
01/20/2026	24693	CHK	010726	[REDACTED]: Pet Deposit Re	01/26	72 BR: Pet Deposit Ref	\$160.02			
			0107261	[REDACTED] Move Out Rent	01/26	72 BR: Move Out Rent	\$451.00		\$611.02	
Totals For Vendor: [REDACTED]									\$611.02	
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>	
01/20/2026	24694	CHK	18038	12-25: Maintenance	01/26	12-25: Maintenance	\$260.00		\$260.00	
Totals For Vendor: Sperling Interactive									\$260.00	
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>	
01/20/2026	24695	CHK	49978	11-2/11-29: Prof. Fees	01/26	11-2/11-29: Prof. Fees:	\$1,040.00		\$1,040.00	
01/30/2026	24714	CHK	50147	11-30/01-03: Prof. Fee	01/26	11-30/01-03: Prof. Fees	\$325.00		\$325.00	
Totals For Vendor: SV Design LLC									\$1,365.00	
Theresa Tauro		XXX-XX-XXXX 113 Jersey Street Marblehead MA 01945								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>	
02/09/2026	24738	CHK	020926	Board Comp. 4th Quar	01/26	Board Comp. 4th Quart	\$576.00		\$576.00	
Totals For Vendor: Theresa Tauro									\$576.00	
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>	
01/20/2026	24696	CHK	5036952716	12-15/01-14-26: Copie	01/26	12-15/01-14-26: Copier	\$453.04			
			5036588500	11-15/12-14: Copier O	01/26	11-15/12-14: Copier Ov	\$376.91			
			5036952717	RS: 12-15/01-14-26: S	01/26	RS: 12-15/01-14-26: Sc	\$262.00		\$1,091.95	
01/30/2026	24715	CHK	5037320805	01-15/-02-14: Copier	01/26	01-15/-02-14: Copier &	\$367.77		\$367.77	
02/09/2026	24739	CHK	5037320806	01-15/02-14: RS Scan	01/26	01-15/02-14: RS Scann	\$262.00		\$262.00	
Totals For Vendor: Toshiba America Business Solutions									\$1,721.72	
Town of Marblehead Financial Services		XXX-XX-XXXX 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>	
02/09/2026	24740	CHK	121725	12-01/12-14: Fuel	01/26	12-01/12-14: Fuel	\$269.94			
			010826	12-18/01-02: Fuel	01/26	12-18/01-02: Fuel	\$192.80		\$462.74	
Totals For Vendor: Town of Marblehead Financial Services									\$462.74	

Marblehead Housing Authority

Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 1/1/2026 Thru: 2/28/2026, 3) Program: Revolving Fund

Check Name	SSN / TIN	Check Address							Print 1099
Town Of Marblehead Office Of Retire	XXX-XX-XXXX	Mary Alley 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>
01/20/2026	24697	CHK	010926	12-25: Retirement	01/26	12-25: Retirement	\$5,789.05		\$5,789.05
02/09/2026	24741	CHK	020226	01-26: Retirement	01/26	01-26: Retirement	\$5,789.05		
			0202261	12-25 Retirement Ove	01/26	12-25 Retirement Over	(\$1,157.81)		
			020926	08-25 Retirement Und	01/26	08-25 Retirement Under	\$988.69		\$5,619.93
Totals For Vendor: Town Of Marblehead Office Of Retire									\$11,408.98
Verizon	XXX-XX-XXXX	P.O. Box 15124 Albany NY 12212-5124							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>
01/20/2026	24698	CHK	010526	12-6/01-05: Maint. De	01/26	12-6/01-05: Maint. Dept	\$91.70		
			0105261	12-06/01-05: Fax Line	01/26	12-06/01-05: Fax Line	\$56.22		\$147.92
Totals For Vendor: Verizon									\$147.92
Verizon Wireless	XXX-XX-XXXX	PO Box 15062 Albany NY 12212-5062							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>
01/20/2026	24699	CHK	010426	12-05/01-04: Cell Pho	01/26	12-05/01-04: Cell Phon	\$260.50		\$260.50
Totals For Vendor: Verizon Wireless									\$260.50
William Kuker	XXX-XX-XXXX	26 Rowland Street Unit: 206 Marblehead MA 01945							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>
02/09/2026	24742	CHK	020926	Board Comp. 4th Quar	01/26	Board Comp. 4th Quart	\$576.00		\$576.00
Totals For Vendor: William Kuker									\$576.00
Grand Totals:			Total Payments:				55	\$324,044.07	

End of Report

MARBLEHEAD HOUSING AUTHORITY

OPERATING BUDGET - DRAFT

FYE

December 31, 2026

March 17, 2026

Marblehead Housing Authority
 Budget Summary Worksheet
 12/31/2026

Description	Account	2025 Actual	2026 Budget	2025 Budget	\$ Change	% Change
Sources of Funding						
Rental Income	3110	1,966,448	2,046,900	1,959,000	87,900	4%
Interest Income	3610	22,723	25,000	14,000	11,000	79%
Other Income	3690	108,890	20,000	15,000	5,000	33%
Operating Subsidy	3801	616,161	503,638	431,078	72,560	17%
Total Funds Available		2,714,222	2,595,538	2,419,078	176,460	7%
Expenses						
Administrative Salaries	4110	250,700	254,321	281,302	(26,981)	-10%
Legal	4130	20,190	40,000	50,000	(10,000)	-20%
Members Compensation	4140	12,170	12,200	12,600	(400)	-3%
Travel	4150	4,009	6,000	5,000	1,000	20%
Accounting Fees	4170	16,164	17,418	16,514	904	5%
Audit Fees	4171	5,250	5,250	5,250	-	0%
Administrative Other	4190	226,322	262,288	214,556	47,732	22%
Total Administrative Expenses		534,805	597,477	585,222	12,255	2%
Resident Services	4200	-	7,675	1,842	5,833	317%
Maintenance Labor	4410	472,171	443,108	433,466	9,642	2%
Maintenance Materials	4420	76,537	80,364	63,034	17,330	27%
Maintenance Contractual	4430	152,997	165,000	165,000	-	0%
Total Maintenance Expenses		701,705	688,472	661,500	26,972	4%
Insurance	4510	127,042	127,850	127,954	(104)	0%
PILOT	4520	4,951	4,951	4,836	115	2%
Employee Benefits	4540	304,127	334,381	272,189	62,192	23%
Collection Losses	4570	5,252	15,000	30,000	(15,000)	-50%
Total General Expenses		441,372	482,182	434,979	47,203	11%
Total Non-utility Expenses		1,677,882	1,775,806	1,683,543	92,263	5%
Utilities						
Water	4310	293,665	311,549	234,134	77,415	33%
Electricity	4320	123,541	131,065	146,211	(15,146)	-10%
Gas	4330	151,399	160,618	141,842	18,776	13%
Energy Conservation	4360	-	-	-	-	0%
Solar	4391	-	-	-	-	0%
Net Meter Utility Credits	4392	-	-	-	-	0%
Total Utilities		568,605	603,232	522,187	81,045	16%
Total Routine Expenses		2,246,487	2,379,038	2,205,730	173,308	8%
Net Surplus (Deficit) before Non-Routine Expense		467,735	216,500	213,348	3,152	1%
Extraordinary Maintenance	4610	56,924	70,000	60,000	10,000	17%
Equipment - Non-capitalized	4611	23,948	30,000	10,000	20,000	200%
Replacement of Equipment	7520	-	-	-	-	0%
Betterments & Additions	7540	-	-	-	-	0%
Total Non-routine Expenses		80,872	100,000	70,000	30,000	43%
Net Surplus (Deficit) after Non-Routine Expenses		386,863	116,500	143,348	(26,848)	-19%
Number of Units		307	307	307		
Maximum Reserve		1,163,680	1,239,519	1,137,865	101,654	9%
Minimum Reserve		407,288	433,832	398,253	35,579	9%
Beginning Reserve		236,092	622,955			
Net Income		386,863	116,500			
Projected Ending Reserve		622,955	739,455			
Percentage of Maximum Reserve		54%	60%			

Prior ANUEL	1,826,891
5% Increase	91,345
Exemptions	74,070
New ANUEL	<u>1,992,306</u>
Balance Available	216,500

Marblehead Housing Authority
 Budget
 12/31/2026
 Project - 4001

307
 3,684
 Units
 Unit Months

Account Number	Description	2025 Budget	2026 Budget	\$ Change	% Change
4110	Administrative Salaries	281,302	254,321	(26,981)	-9.59%
4130	Legal	50,000	40,000	(10,000)	-20.00%
4140	Members Compensation	12,600	12,200	(400)	-3.17%
4150	Travel	5,000	6,000	1,000	20.00%
4170	Accounting Fees	16,514	17,418	904	5.47%
4171	Audit Fees	5,250	5,250	-	0.00%
4190	Administrative Other	214,556	262,288	47,732	22.25%
4230	Resident Services	1,842	7,675	5,833	316.67%
4410	Maintenance Labor	433,466	443,108	9,642	2.22%
4420	Maintenance Materials	63,034	80,364	17,330	27.49%
4430	Maintenance Contractual	165,000	165,000	-	0.00%
4510	Insurance	127,954	127,850	(104)	-0.08%
4520	PILOT	4,836	4,951	115	2.38%
4540	Employee Benefits	272,189	334,381	62,192	22.85%
4570	Collection Losses	30,000	15,000	(15,000)	-50.00%
	Total	<u>1,683,543</u>	<u>1,775,806</u>	<u>92,263</u>	<u>5.48%</u>
	Non-utility Expenses	1,775,806		Maximum Operating Reserve (1/2 of Total Operating Expenses)	1,239,519
	Utilities	<u>603,232</u>		Minimum Operating Reserve 35% of Max	433,832
	Total Operating Expenses	2,379,038		Beginning Unrestricted Net Assets	622,955
	Income	2,091,900			
	Total Income	<u>2,091,900</u>	189,123 over Minimum		50% of Maximum
	Net Income Before Subsidy	(287,138)			
	Subsidy to be Earned	503,638		Net Income	<u>116,500</u>
	Non-routine	<u>100,000</u>		Projected Unrestricted Net Assets	<u>739,455</u>
	Net Income (Loss)	<u>116,500</u>	305,623 over Minimum		60% of Maximum

DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT

OPERATING SUBSIDY CALCULATION "ANUEL"
 (ALLOWABLE NONUTILITY EXPENSE LEVEL)
 BUDGET AND ACTUAL (ACTUAL USED AT YEAR END ONLY)

APPENDIX B
 (TO 050-1
 AND 051-1)

LHA Name: Marblehead Housing Authority
 Fiscal Year Ending 12/31/2026

Program No. 4001

Quarter	1ST	2ND	3RD	4TH

1. REVENUE (050-1/051-1 LINES 1 + 2 + 3 + 5 + 7)
2. NON-UTILITY COST (ANUEL - PR. YR. APPROV.
PER LINE 3 ON APPENDIX B)
3. ALLOWABLE INCREASE (LINE 2 X 105%)
- 3A. APPROPRIATE % OF LINE 3
(COLUMN 3 ONLY)
4. DHCD APPROVED OPERATING COSTS
EXEMPTIONS

5. UTILITIES (Line 29 050-1 for Budget)
(Line 29 051-1 for Actual)
6. OPERATING SUBSIDY PRIOR TO APPROVED
EXEMPTIONS (1 MINUS 3 MINUS 4 MINUS 5)
(IF RESULTS ARE A POSITIVE NUMBER USE ZERO)
7. LINE 6 (IF -0- ENTER -0- OR CONVERT
NEGATIVE AMOUNT TO BE POSITIVE)
8. DHCD APPROVED EXEMPTIONS
DIRECT REIMBURSEMENT

Resident Service Coordinator	
Regional Legal Program Spending Cap	
250th Anniversary Celebration	

REDUCE ACTUAL SUBSIDY BY COST OVERRUNS

	BUDGET	ACTUAL	OVERRUN
9. 4110			0
10. 4150			0
11. Total			0
12. TOTAL SUBSIDY (LINE 7 + 8 - 11) (050-1 OR 051-1)			

13. REDUCE ACTUAL SUBSIDY BY THE AMOUNT
 THAT WOULD CAUSE THE OPERATING RESERVE
 BALANCE TO BE IN EXCESS OF 50% OF LINE 46
 ON FORM 050-1 (SEE APPENDIX C LINE 8)

14. ACTUAL OPERATING SUBSIDY EARNED
 (LINE 12 MINUS 13) (NO LESS THAN LINE 8)

15. ACTUAL OPERATING SUBSIDY RECEIVED

16. DEBIT ACCOUNT 1125 UNDERPAYMENT DUE
 FROM DHCD

17. CREDIT ACCOUNT 2118 OVERPAYMENT DUE TO DHCD

	050-1 1	2	051-1 3	4
	BUDGETED AMOUNT	DHCD MODIFIC.	ACTUAL AMOUNT	DHCD MODIFIC.
1. REVENUE	2,091,900			
2. NON-UTILITY COST	1,826,891			
3. ALLOWABLE INCREASE	1,918,236			
3A. APPROPRIATE % OF LINE 3				
4. DHCD APPROVED OPERATING COSTS EXEMPTIONS				
5. UTILITIES	603,232			
6. OPERATING SUBSIDY PRIOR TO APPROVED EXEMPTIONS	(429,568) (429,568)			
7. LINE 6	429,568			
8. DHCD APPROVED EXEMPTIONS DIRECT REIMBURSEMENT				
Resident Service Coordinator	60,000			
Regional Legal Program Spending Cap	11,000			
250th Anniversary Celebration	3,070			
9. 4110				
10. 4150				
11. Total				
12. TOTAL SUBSIDY	503,638			
13. REDUCE ACTUAL SUBSIDY BY THE AMOUNT THAT WOULD CAUSE THE OPERATING RESERVE BALANCE TO BE IN EXCESS OF 50% OF LINE 46 ON FORM 050-1				
14. ACTUAL OPERATING SUBSIDY EARNED				
15. ACTUAL OPERATING SUBSIDY RECEIVED				
16. DEBIT ACCOUNT 1125 UNDERPAYMENT DUE FROM DHCD				
17. CREDIT ACCOUNT 2118 OVERPAYMENT DUE TO DHCD				

Marblehead Housing Authority
 Schedule of Administrative Positions and Salaries
 12/31/2026

<u>Position</u>	<u>2025 Salary</u>	<u>2026 Salary</u>
Executive Director Vacant	-	-
Housing Manager Robert Lambert	76,351	78,641
Part-time Housing Manager Deborah Sutherland	42,860	44,145
Accounting Coordinator Vacant	34,386	-
Office Manager Jeanne Bouchard	56,206	57,892
Temporary Office Support	22,796	23,479
Resident Service Coordinator Laura Veligor	48,703	50,164
Total Administrative Salaries	<u>281,302</u>	<u>254,321</u>

Marblehead Housing Authority
 Schedule of Maintenance Positions and Labor Costs
 12/31/2026

Position	Prior DLI Rate	2025 Salary	Current DLI Rate	2026 Salary
Maintenance Mechanic I Stephen Abramo	36.70	76,336	37.64	78,291
Groundskeeper/Custodian Kevin Vasquez	29.01	60,341	30.55	63,544
Plumber/Foreman Thomas Russell	52.15 3.00	108,472 6,240	57.23	119,038
Maintenance Mechanic I Timothy Collins	36.70	76,336	37.64	78,291
Groundskeeper/Custodian Brian Sauvageau	29.01	60,341	30.55	63,544
Overtime		35,000		30,000
On Call per Week		10,400		10,400
Total Maintenance Labor		<u>433,466</u>		<u>443,108</u>

Marblehead Housing Authority
 Employee Benefits
 12/31/2026

<u>Benefit</u>		<u>Cost</u>	<u>Total</u>
Retirement	63,138 1/1-6/30 68,569 7/1-12/31	131,707	131,707
Dental Insurance		5,208	5,208
Health Insurance Tax	0.36% 10	540	540
Unemployment Insurance	2.00% of salaries	697,429	13,949
Medicare	1.45% of salaries	10,113	10,113
Group Insurance	39,287 Quarter 10% Increase 43,216 Projected	172,864	172,864
Total Employee Benefits		334,381	334,381
Administrative Salaries		254,321	
Maintenance Labor		443,108	
Total Labor		<u>697,429</u>	
Benefit Prorations		1,000	
Prorated Benefit Costs		334,381	
Direct Benefit Costs		-	
Total Benefit Costs		<u>334,381</u>	
Benefits as Percentage of Salaries			48%

Marblehead Housing Authority
 Insurance Policies and Costs
 12/31/2026

<u>Type</u>	<u>Insurer</u>	<u>Premium</u>
Workers Compensation	NAHRO	17,639
Property	Hays	94,096
Vehicle	Mapfre	11,441
Liability	HUB	4,674
Total		<u>127,850</u>
State Property Insurance Rate/Unit	\$292.00	
State Property Insurance Rate/Unit	\$345.00	

Marblehead Housing Authority
 Schedule of Administrative Expenses other than Salaries
 12/31/2026

	<u>Budget</u>
1 Legal	40,000
Conventions	
2 NAHRO - Spring	1,000
3 NAHRO - Fall	1,000
4 MAHAMS	500
5 NSHEDA	500
Total Travel to Conventions and Meetings	<u>3,000</u>
Other LHA Travel	
6 Outside Area of LHA Jurisdiction	-
7 Within Area of LHA Jurisdiction	3,000
Total Other LHA Travel	<u>3,000</u>
Total Travel	<u>6,000</u>
8 Collection Fees	6,000
9 Membership Dues	6,000
10 Telephone/Internet	6,000
11 Training	8,000
12 Software	8,000
13 Equipment Leases	15,000
14 Accounting Fees	16,968
15 Data Input	450
16 AUP	5,250
17 RSC Initiative	5,000
18 Office Supplies	20,000
19 Postage	8,000
20 Computers/Phones	15,000
21 Office Accounting Support	30,000
22 Management Fees - Salem Housing Authority	135,288
Total Sundry	<u>262,288</u>
Total Administration Expense Other Than Salaries	<u>330,956</u>

Summary of Cost Distribution	
Legal	40,000
Travel	6,000
Accounting	17,418
Audit	5,250
Admin Other	262,288

Marblehead Housing Authority
 Maintenance Supplies & Contract Costs
 12/31/2026

				<u>4001</u>
Supplies				80,364
				<u>80,364</u>
Contracts				<u>4001</u>
Type	Vendor	Terms		<u>4001</u>
Elevator	Delta Beckwith	Monthly		20,000
Alarm	Instant	Annual		5,000
Sprinkler	Various	As Needed		5,000
Pest Control	A-1	As Needed		10,000
Trash Removal	Win Waste	Monthly		40,000
Plumbing	Various	As Needed		10,000
Heating	Various	As Needed		10,000
Electrical	Various	As Needed		10,000
Flooring	Various	As Needed		10,000
Equipment Repairs	Various	As Needed		5,000
Snow Removal	Various	As Needed		5,000
Roofing	Various	As Needed		5,000
Landscaping	Various	As Needed		20,000
Locks	Hayden	As Needed		5,000
Cleaning	Various	As Needed		5,000
				<u>165,000</u>

Marblehead Housing Authority
 Schedule of Non-Routine Maintenance
 12/31/2026

		<u>4001</u>
Extraordinary Maintenance Turnover	4610	70,000
Total Extraordinary Maintenance		<u>70,000</u>
Equipment - Non-capitalized Appliances	4611	30,000
Equipment - Capitalized	7520	
Total Equipment		<u>30,000</u>
Betterments & Additions	7540	
Total Betterments & Additions		<u>-</u>
Total Non-Routine Expenses		<u><u>100,000</u></u>

HOUSING AND FINANCE INFORMATION SYSTEM

Marblehead Housing Authority

Extract (Rev: Initial Submission)

Board Meeting Type: Regular

Meeting Date: 3/17/2026

Meeting Time: 3 : 00 PM

MEMBERS PRESENT (ENTER ALL BOARD MEMBERS PRESENT AT THE MEETING LISTED ABOVE)

Enter Present Members

MEMBERS ABSENT (ENTER ALL BOARD MEMBERS ABSENT FROM THE MEETING LISTED ABOVE)

Enter Absent Members

OTHERS PRESENT (ENTER THE NAMES OF ALL NON-BOARD MEMBERS PRESENT AT THE MEETING ABOVE)

Enter Others Present

ANNUAL OPERATING BUDGET FOR STATE-AIDED HOUSING FISCAL YEAR:

Motion: **Enter Name of Motion Initiator** moved that the proposed Operating Budget for State-Aided Housing of the **Marblehead Housing Authority** (Chapter 200 / 667 / 705 / 689 / MRVP), Program Number **4001** for fiscal year ending **12/31/2026** showing total revenue of \$ **2,595,538 (Acct. No. 3000)** and Total Expenses of \$ **2,479,038 (Acct. No. 4000)** thereby requesting a subsidy of \$ **503,638 (Acct. No. 3801)**, and further that the Executive Director’s total annual salary of \$**0** for fiscal year ending **12/31/2026** be submitted to the Department of Housing and Community Development for its review and approval. **Enter Person Who Seconded** the motion which, upon roll-call, was passed by a vote of **Enter “For” Vote Total** to **Enter “Against” Vote Total**.

Certified as a true and correct copy of a resolution adopted at said meeting and on file and of record by:

Secretary/Ex-Officio Signature

Marblehead Housing Authority

Date of Certification

By checking this box , this certification shall have the effect of being made under the seal of the **Marblehead Housing Authority**.

BUDGET CERTIFICATION – PART A

Each member of the **Marblehead Housing Authority** has exercised appropriate care and due diligence in reviewing and approving the annual budget and we, the undersigned members of the **Marblehead Housing Authority**, do certify, under the pains and penalties of perjury, the following:

1. That in the preparation of the Authority’s Annual Operating Budget for Program Number **4001** for Fiscal Year ending **12/31/2026**:

- a. The Authority has complied with the provisions of the Ch. 121B of the Massachusetts General Laws, all regulations, rules and requirements promulgated thereunder that may apply to the administration of State-Aided Public Housing programs as set forth by DHCD, the Contract(s) for Financial Assistance, and, if applicable, the Master Subsidy Agreement.
- b. No person or persons employed by the Authority receive financial compensation for more than one position.
- c. The attached budget is complete and accurate in all respects and establishes funding for the requested Budget Year.

2. That we received and reviewed the quarterly operating statements for the previous quarters of the fiscal year for Program Number **4001**. We also acknowledge that we will receive, review and certify the year end statements for Program Number **4001**.

3. Please select the appropriate statement below:

- That the contract for employment for the Executive Director, if one has been fully executed per 760 CMR 4.05, and the Schedule of All Positions and Salaries and applicable account line items submitted with this budget fully reflects the total compensation for the Executive Director and each position included in the referenced Schedule.
- That there is no contract for employment for the Executive Director and the Schedule of All Positions and Salaries and applicable account line items submitted with this budget fully reflects the total compensation for the Executive Director and each position included in the referenced Schedule.

4. Please select the appropriate statement below:

- That no staff person has any relationship to any board member or other staff member of the **Marblehead Housing Authority**.
- That the attachment discloses all staff persons with any relationship to any board member or other staff member at the **Marblehead Housing Authority**.

BUDGET CERTIFICATION – PART B

The Executive Director of the **Marblehead Housing Authority** has exercised appropriate care and due diligence in the preparation of the annual budget and certifies under pains and penalties of perjury that the information provided is complete and accurate in all respects including the above statements.

Executive Director (Printed Name)

Signature

Date

BOARD MEMBER SIGNATURES BY SIGNING THIS DOCUMENT, ALL BOARD MEMBERS ACKNOWLEDGE AND AGREE WITH ALL INFORMATION CONTAINED IN THIS BUDGET CERTIFICATION (HAFIS EXTRACT AND BUDGET CERTIFICATION PARTS A, B & C) FOR THE **MARBLEHEAD HOUSING AUTHORITY'S 4001** PROGRAM FOR FISCAL YEAR ENDING **12/31/2026**. ALL BOARD MEMBERS MUST SIGN WHETHER OR NOT PRESENT AT MEETING

Chairman (Printed Name)	Signature	Date
Board Member (Printed Name)	Signature	Date
Board Member (Printed Name)	Signature	Date
Board Member (Printed Name)	Signature	Date
Board Member (Printed Name)	Signature	Date
Board Member (Printed Name)	Signature	Date
Board Member (Printed Name)	Signature	Date
Board Member (Printed Name)	Signature	Date
Board Member (Printed Name)	Signature	Date
Board Member (Printed Name)	Signature	Date
Board Member (Printed Name)	Signature	Date
Board Member (Printed Name)	Signature	Date
Board Member (Printed Name)	Signature	Date
Board Member (Printed Name)	Signature	Date
Board Member (Printed Name)	Signature	Date

BUDGET CERTIFICATION – PART C

All signatories understand that an electronically filed version of this certification (saved as a PDF, PNG, JPG, etc.) is as valid as the original signatures. The original fully executed Certification will be kept on file at the **Marblehead Housing Authority** and will be available for review by DHCD and/or auditors upon request.