



DATE POSTED:

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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 High School Cafeteria, 2 Humphrey Street, Marblehead MA 01945, ROOM: Cafeteria
 -OR-

By Zoom

When: Jun 16, 2026 06:00 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/89395154442?pwd=9bfcSsYiR9ZavdrUclpyL5a3SknblH.1>

Passcode:822648

Phone one-tap:

+13017158592,,89395154442#,,,,*822648# US (Washington DC)

+13052241968,,89395154442#,,,,*822648# US

Join via audio:

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 669 900 9128 US (San Jose)

+1 689 278 1000 US

+1 719 359 4580 US

Webinar ID: 893 9515 4442

Passcode: 822648

Tuesday	June	16	2026	6:00 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 May 19, 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
Discussion on Commissioner Office Hours
Board Training Updates
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 May 2026.
 - b. Board Vote-Financial Statements as provided by Fenten Ewald and Associates for period ending 5/31/26.
 - c. Board Vote-Contract for Financial Assistance Amendment-\$669,299.22
 - d. Board Vote-Change Order For Farrell Court Fire Escape Repaint and Site Work in the amount of \$10,252.61 for exterior kickplates and lintel replacement
 - e. Board Vote-Submission of the 2026 Creative Placemaking Grant Application for Barnard Hawkes Court
 - f. Adjournment

Hybrid Meeting Notice: Members of the public are welcome to attend this in-person at the Marblehead High School Cafeteria, 2 Humphrey 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 Sheehan
Date: June 11, 2026

Executive Director Summary

June 2026

Administration/Personnel

- “Future Forward” individual enrollment/goal setting completed for 10 families in Marblehead and 12 families in Salem. Enrollment will be ongoing. Five families have begun earning escrow, we now have over \$9000 in escrow! **See Future Forward report in Board packages for detailed information.**

Financials

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

Broughton Road Redevelopment Updates

The team is planning two informal presentations to the Town to provide updates prior to permitting. One with the Select Board scheduled for June 24th and one for the Planning Board June 15th.

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 Affordable Housing Trust funds.
- Submission for Sustainable Initiative Funds for heating/cooling submitted to EOHLC in November for Farrell Court electrification project. The grant was awarded in the amount of \$911,500!

Funding Awards Summary 2025-2026

- Creative Placemaking Grant Application will be submitted this month to EOHLC-Stay Tuned

Property/Modernization

- **212 Work orders** logged for April 2026. **26 Inspections** performed. **4 Resident work order satisfaction calls** reported.
- See newly improved **Maintenance Operations Report, Inspection Operations Report for information related to work order data and public housing inspections.**
- See new **Modernization Operations Report** for specific project modernization information. **10 projects are in motion and/or design phase.**
- **100 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.
- 9 Elderly Vacancies- 2 units offered 1 Family Vacancy

Any Follow Up Items from Previous Meeting

- Roads School holes behind building -filled in with stone
- Roads School roof wood flashing-will be addressed in future capital improvement plan
- Roads School tree work-will be addressed in future as funding allows
- Shared Feedback with Managers on needing more notice for recertification meetings
- Smoking complaints are followed up on when reported. Confidential data on who is brought in for private conferences can't be shared publicly.

Residents and Community

- 6 new referrals made for January and February to the Resident Services Coordinator, 282 contacts were made overall for both months.
- Ongoing programs for residents include-
Financial Literacy program -Woman's Money Matters
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
- A 250th Celebration of America is planned for June 28th, 12pm at the Masons Lodge for all. The COA bus is available for reservations for those that need it.
- For more detailed information related to contacts made, please see the **Resident Services Coordinator monthly report.**

**MINUTES OF THE
REGULAR MEETING
FOR THE MARBLEHEAD HOUSING AUTHORITY
Tuesday May19, 2026
3:00 p.m.**

1. Called Meeting to Order at 3:00 p.m.

2. Roll Call

Present

Jenn Schaeffner (arrived 3:12pm)
Terri Tauro
Kristin duBay Horton (arrived at 3:50pm)
Bill Kuker
Jean Eldridge

Absent

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

3. Minutes of Previous Meeting(s)

Jean Eldridge moved to approve the Minutes of the Regular Meeting held on April 21, 2026. Bill Kuker seconded the motion and the vote was as follows:

Ayes

Jenn Schaeffner
Kristin duBay Horton
Bill Kuker
Terri Tauro
Jean Eldridge

Nays

4. Tenant/Public Engagement

Anne Freedman-10 Farrell Court-asks if Policies are reviewed with new tenants when they move in. ED confirmed yes. Also asked about cars parked in wrong places. Encouraged Ann to call the Manager with any concerns on parking.

John (didn't catch last name) -FC-Suggests a crab apple tree get planted at Farrell Court or a cedar wax wing tree, suggests it go in the ground not in a planter.

Sanra Winter-FC-Asks if meeting notices for recertifications give more notice, stating she received it on Friday to be at main office on Monday.

Judith Z. -Farrell Court-shares she is not interacting with staff due to legal involvement but shares concerns about residents smoking in the building and shares that it is increasing everywhere including smoking marijuana. She stated that this needs to be addressed and feels that no one is responding to her complaints.

Bill Kuker-asks about how a reasonable accommodation is handled as a resident approached him about it. ED encouraged Bill to ask the resident to contact the office for the procedure.

Elaine McGrath, Roads School-See attached document for written comment summary.

Ellen McSwiggin-FC- Asks if anymore parking will be created for Farrell Court. The feasibility study indicated minimal possibility.

Paul Foley-FC-Thanks the Housing Authority for the Fire Escape work and shares appreciation.

5. Communications

MHA Department Reports (Move In, Move Out, Modernization Report, Completed Work Orders, Resident Services Report, Champ Data Report, 250th Celebration of America flyer for MHA residents-ED summarized the reports asking Board members if they have any questions.

6. Items from the Commissioners

Terri Tauro discussed Commissioner Office hours and times for Commissioners to meet with tenants at the next round of office hours. A discussion took place about Jenn Schaeffner sending out email to inquire when and who would like to do the next Commissioner office hours. Bill Kuker suggests considering some time at the Council on Aging.

Terri Taura also discusses the idea of a project next year with the Marblehead high School Seniors involving a story telling event with MHA seniors and publishing the stories as part of a Senior project.

7. Report from Committees

None

8. Broughton Road Redevelopment Updates

ED provided updates about two dates for informal meetings scheduled with the Planning Board (June 15) and the Select Board (June 24). The purpose of the meetings would be to provide updates on design concepts to date following all the feedback received thus far. It was unclear if the Planning Board and the Select Board meeting would happen on the planned dates due to election day timing. ED to follow up with the Director of Community Development on the dates.

Terri Tauro asks about developing a statement for posting to provide the community at large an update on where the project stands.

9. Report of the Executive Director

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

10. New Business

- a. Board Vote-Vendor Payment Bills for Period ending April 2026.

Terri Tauro motioned to approve the Vendor payments for period ending April 2026 which was seconded by Bill Kuker.

Ayes

Nays

Kristin duBay Horton
Jenn Schaeffner
Bill Kuker
Terri Tauro
Jean Eldridge

Bill Kuker discussed how utility costs are rising and if we can charge more. ED reviewed the process of how the state reimburses the agency at cost for utility expenses. ED also highlights the report distributed to members this month outlining the saving measures that the Authority had taken with regard to updated inventory components to preserve energy and keep costs low.

- b. Board Vote-Monthly Balance Statements of Revenues and Expenses as prepared by Fenton, Ewald and Associates for period ending April 30, 2026.

Terri Tauro motioned to approve the 4/30/26 Financial Statements as presented which was seconded by Bill Kuker. The vote was as follows:

Ayes

Nays

Kristin duBay Horton
Jenn Schaeffner
Bill Kuker
Terri Tauro
Jean Eldridge

11. Adjournment

Bill Kuker moved that the Board adjourn the regular Meeting at 4:07 p.m. Terri Tauro seconded the motion to adjourn the meeting. The vote was as follows:

Ayes

Kristin duBay Horton

Jenn Schaeffner

Bill Kuker

Terri Taruo

Jean Eldridge

Nays

Chairman Schaeffner adjourned the meeting at 4:07 PM.

Respectfully Submitted,

Cathy Sheehan

Cathy Sheehan, Executive Director



MARBLEHEAD
HOUSING AUTHORITY

Cathy Sheehan, Executive Director

June 9, 2026

**RESIDENT SERVICE COORDINATOR
MONTHLY REPORT – May 2026**

<u>Total Referrals to RSC:</u>	6
From agency: (including MHA staff, MCC)	2
From individual: (including MHA residents, family members, etc.)	4
<u>Contacts:</u>	282
Phone calls:	109
Emails:	131
Home visits:	9
Office visit (including FC office):	12
Flyers:	7
Programs:	14
(Office Hours x3 + Mobile Pantry x3 + Chair Yogax4 + BINGOx2 + Spring Swing x2 = 124 participants)	

Meetings:

- 5/4/26 – RSC team meeting @ Pioneer
- 5/5/26 – Marblehead Female Humane Society – presented one app, awarded in full
- 5/7/26 – S/MHA Managers Meeting
- 5/14/26 – EOHLC’s webinar – RSC Legal Risks
- 5/18/26 – MPD Community Meeting
- 5/26/26 – Making Ends Meeting – presented one application, awarded in full

Referrals made by RSC:

- 3 Women’s \$ Matters
- 1 AgeSpan (Protective Services)
- 1 MFHS
- 1 MEM
- 6 BOH (transfer passes)
- 1 AgeSpan (Money Manager)
- 1 AgeSpan (Home Care)

FUTURE FORWARD

Self-Sufficiency Program (SSP)

MONTHLY REPORT: May 1 – May 31, 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: 7
- In Process of Enrollment: 3
- With Escrow: 2

Salem Housing Authority

- Total Participants Enrolled: 9
- In Process of Enrollment: 3
- With Escrow: 3

TOTAL ESCROW SAVED- Through May 30, 2026 - \$9,634.

Marblehead -\$7,021.

Salem - \$2,613.

MONTHLY HIGHLIGHTS

- Women's Money Matters –10 Active Participants - Excellent participation weekly!
Start date: May 12, 6:30-8:00 Tuesdays evenings for 8 Weeks

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 RS team on planning 250th Year Celebration for public housing residents– June 18, 2-5:00. Live music, sing-along, BBQ meal from Roots, and more.

TOWN OF MARBLEHEAD
JUNETEENTH
 CELEBRATION



JUNE 12 FROM 4 - 6 PM

Abbot Hall

FEATURING:

African dance and drumming,
 complimentary soulful bites
 from A Taste of Mae,
 flag raising, poetry,
 scavenger hunt,
 & ice cream

Sponsored by:



LET'S CELEBRATE OUR FREEDOM



250TH



**CELEBRATION FOR
ALL MHA RESIDENTS**

BBQ, LIVE MUSIC, PARTY & FUN

SUNDAY, JUNE 28TH

12 PM - 2 PM

THE WALTHAM AMERICAN LEGION BAND WILL PLAY A
PATRIOTIC SONGBOOK FROM 12:30-1:30 PM

RESERVATIONS REQUIRED

RSVP TO LAURA AT 781-631-2580 OR
LVELIGOR@MARBLEHEADHA.ORG BY
WEDNESDAY, JUNE 17TH

**PHILANTHROPIC
(MASONIC) LODGE
62 PLEASANT ST**

THE COA BUS IS
AVAILABLE - PLEASE
RESERVE WITH LAURA
WHEN REGISTERING.



Marblehead Housing Authority

Inspection Operations Report — May 2026

Summary

During May 2026, Marblehead Housing Authority completed 26 inspections across 6 locations in the State 200 and State 667 programs. All completed inspections in the report were Annual inspections and were performed by Luis Lopez and Patric Bishop. Of the 26 inspections, 7 passed, 18 failed, and 1 was inconclusive. The highest inspection volume occurred at Farrell Court with 9 inspections, followed by Broughton Road with 5 and Roads School with 4.

Total Inspections	Passed	Failed	Inconclusive	Locations Inspected
26	7	18	1	6

Monthly Inspection Volume

This report covers the period from May 1, 2026 through June 1, 2026 and contains completed inspections conducted in May 2026. Based on this report, 26 inspections were completed during the month.

Program	Location / Project	Inspections	Passed	Failed	Inconclusive	Inspection Date(s)
State 200	Barnard Hawkes Court	2	0	2	0	05/13/2026
State 200	Broughton Road	5	1	4	0	05/13/2026
State 667	Powder House Court	3	0	3	0	05/20/2026
State 667	Green Street Court	3	0	3	0	05/20/2026
State 667	Farrell Court	9	4	4	1	05/20/2026
State 667	Roads School (26 Rowland Street)	4	1	3	0	05/20/2026
Total	All Locations	26	7	18	1	May 2026

Key Observations and Pertinent Information

- **Inspection mix:** All inspections were annual inspections.
- **Program activity:** State 200 accounted for 7 inspections and State 667 accounted for 19 inspections.
- **Concentration of activity:** Farrell Court represented the largest share of monthly volume with 9 inspections (35% of all inspections).
- **Outcome pattern:** Failures significantly outnumbered passes, suggesting a need for focused follow-up. Scheduling of re-inspections and compliance inspections
- **Staffing note:** All inspections listed in the report were completed by Luis Lopez or Patric Bishop.

Marblehead Housing Authority

May 2026 Maintenance Operations Report

Summary: May 2026 was a strong operational month for Marblehead Housing Authority maintenance. The team logged 212 work orders and completed 195, while maintaining fast emergency response and strong resident feedback. The highest volume of activity was concentrated in the Farrell Court portfolio, routine work remained the largest share of workload, and all four tenant follow-up calls confirmed that work was completed satisfactorily, professionally, and on time.

Dashboard Highlights

Total Work Orders	Completed	Open at Month End	Avg. Completion Time
212	195	17	2.29 days
Emergency Response	Routine Work	Inspection Follow-Up	Resident Satisfaction
55 completed	107 completed	23 completed	4 of 4 satisfied

Development Activity Snapshot

Development	Completed	Open
667-4 Farrell Court	69	6
667-1 Powder House Court	22	2
667-2 Green Street Court	18	2
667-3 Farrell Court	29	3
667-5 Roads School	18	0
200-1 Barnard Hawkes Court	11	4
200-2 Broughton Road	27	0
705-1 New Broughton Road	1	0

Takeaways

Routine work continued to drive the overall maintenance workload, while emergency response remained a standout strength with very fast completion times. Activity was heaviest at Farrell Court properties, indicating where staffing effort was most concentrated during the month. Inspection follow-up and vacancy work also showed continued attention to compliance, readiness, and resident service quality.

- **Strongest operational result:** Emergency work orders were handled quickly, with an average completion time of 0.26 days.
- **Highest workload concentration:** 667-4 Farrell Court recorded the highest number of completed work orders.
- **Service quality result:** All resident follow-up calls confirmed timely, professional, and satisfactory service.
- **Operational theme:** Routine maintenance and site-based work remained the core of staff activity in May.

Month-in-Context

May provides a strong snapshot of maintenance performance, showing high completion volume, fast urgent-response turnaround, and consistent attention to occupied units, common areas, inspections, and vacancies.

Resident Satisfaction Follow-Up

Follow-Up Measure	May 2026 Result
Residents contacted	4
Work confirmed complete	4 of 4
Residents satisfied	4 of 4
Service quality	All residents reported work was completed in a timely and professional manner

Bottom line: The May 2026 maintenance dashboard shows strong execution, fast emergency response, and positive resident feedback across Marblehead Housing Authority properties.

Marblehead Housing Authority

Modernization Operations Report — May 2026

Summary

As of May 2026, the Marblehead Housing Authority current modernization operation includes **10 active state project lines** with a combined proposed budget of **\$2,128,329**. Two construction projects are actively underway, one project is approaching bid, and several additional capital items remain in design or investigative phases. Key May activity included the startup of the fire escape and walkway project, continued progress toward parking design decisions, and mobilization planning for paving and fencing improvements.

Project	Budget	Status	May 2026 Highlight
168121 Selective paving and fence work	\$270,549	Construction started	Site Improvements began work on 6/1/2026.
168128 Fire escape repaint / walkway site work	\$288,000	In progress	Project started 5/4/2026; site visit held 5/12/2026; approximately 75% complete by 6/1.
168122 Additional parking feasibility	\$45,375	Design coordination	Discussed upcoming project design elements with Allen and Majors on 5/1.
168130 Sump pump upgrades	\$103,950	Ready for bid	Design phase completed; preparing to go out to bid.
168127 New potable water system	\$644,000	Pre-construction	No May milestone noted; prior work includes design upload and boiler replacement.
Other active lines	\$776,455	Planning / investigation	Routine turnover, intercoms, doors/vents, ventilation, sprinklers, and emergency work remain tracked in detail below.

Project Updates

Latest Updates by Project

Project Number	Date	Latest Update
168122	5/1/2026	Spoke with Allen and Majors regarding upcoming project design elements.
168121	6/1/2026	Site Improvements has started work on the project.
168128	6/1/2026	Project is in motion going smoothly and is about 75% completed.
168127	12/5/2025	Electrification project granted for this property.
168129	N/A	No dated project update listed in the summary.
168130	6/1/2026	Design phase completed and project is about to go out to bid.
168131	1/7/2026	Investigatory meeting.
168132	1/20/2026	Investigatory meeting.
168133	3/4/2026	Testing done at all sites.
168134	3/26/2026	More investigatory work done and electrician brought on site.
168135	3/24/2026	Work started and completed on this day.

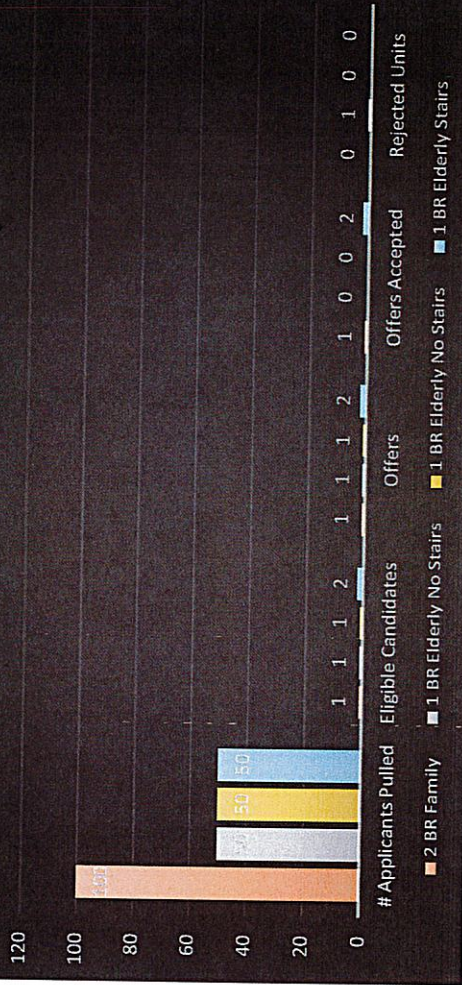
Project List

Project Number	Project Information
168121	Selective paving and fence work development wide - 200-01; Proposed Budget: \$270,549.00; EOHLC – Ben Oxender; Repairing or replacing the fencing and fixing or repaving the paving issues for the driveway, parking area, and walkways at Barnard Hawkes Court.
168122	Feasibility study for additional parking - 667-03, 667-04, 667-05; Proposed Budget: \$45,375.00; RCAT – Allen and Majors; Looking at three properties Roads School, Farrell Court, and New Farrell Court to determine whether additional parking can be added.
168127	New Potable Water System – 667-3, 667-4; Proposed Budget: \$644,000.00; EOHLC – Crowley Engineering; Replacement of the potable hot water system at Old and New Farrell Court.
168128	Fire Escape Repaint / Walkway Site Work – 667-3; Proposed Budget: \$288,000.00; EOHLC – SV Design LLC; Work focused on the fire escape and rear walkways at Old Farrell Court.
168129	Routine Turnover; Proposed Budget: \$44,400.00.
168130	Sump Pump Upgrades – 667-2, 667-3, 667-4; Proposed Budget: \$103,950.00; RCAT – Tricia Halpin – Rogue Engineering and Design; Upgrading and replacing the sump pumps and selective piping throughout the properties.
168131	Intercom Systems – 667-2, 667-3, 667-4; Proposed Budget: \$295,000.00; EOHLC – Marcel Dumitres; Upgrade and installation of the intercom systems for three properties.
168132	Mechanical Room Door and Vent Cover Replacement – 667-1, 667-2; Proposed Budget: \$52,230.00; RCAT – Tricia Halpin – Vance Architects; Replacing the mechanical room door and the basement/crawlspace vent covers.
168133	Ventilation of Attics and Basements – 667-3, 667-4; Proposed Budget: \$170,550.00; RCAT – Tricia Halpin – Vance Architects; Repairing, replacing, or adding ventilation to the attic and crawlspace areas at the two properties.
168134	Dry Sprinkler System Renovations – 667-5; Proposed Budget: \$129,570.00; RCAT – Tricia Halpin – Rogue Engineering and Design; Repairing or replacing components of the dry sprinkler system and piping.
168135	Emergency – DCAMM – Underground Heat Pipe Replacement; Proposed Budget: \$84,705.00; MHA – Gary Dean; Replacing a broken section of heat pipe and repaving the area.

Marblehead CHAMP List Pull Report

Date pulled	List ID	Criteria	# Applicants	Eligible Candidates	Offers	Offers Accepted	Rejected Units	Rejected unit Notes	Units Filled
2/5/2026	30227048	2 BR Family	100	1	1	0	0		
2/10/2026	30251072	1 BR Elderly No Stairs	50	1	1	0	1	Pending applicant response	
4/6/2026	30612433	1 BR Elderly No Stairs	50	1	1	0	0	Pending applicant response	
4/6/2026	30613434	1 BR Elderly Stairs	50	2	2	0	0	Pending applicant response	

Marblehead CHAMP List Pull Report



May 19, 2026

To: Cathy Sheehan, MHA ED & MHA Board members

From: Elaine McGrath, RS 405 tenant

First, **thank you** to the MHA for action on some issues that have been raised about the exterior conditions at the Roads School.

- The broken lamppost with interior wires has been removed.
- Gary Dean provided some flowers for the Roads School, which were planted by Steve Abramo.

And a **request for ED and Board help.**

Tenants need accurate reporting of their comments in Board meetings, and responsive coverage in the ED report, so that any response or follow up reflects what was actually requested. The requests below are mine but some issues raised by tenants in the last board meeting were not responded to in the current ED report: a no-smoking reminder, the unsafe condition of the hill path behind Farrell Ct.

Among the **pending requests for MHA response/action**, some dating from January 2026, are:

The **chronic mudhole in back of the RS**, which has been there for several weeks. What is the MHA doing to address this safety and health issue, as we head into mosquito season?

The lack of consistent, timely robocalls for Board meetings. As of 10:55 a.m. this morning, I had not received a robocall. Consistent calls, at least 2 business days in advance of the Board meeting, would help inform and bring out more tenants. Will the MHA commit to that?

The poor condition of RS roof's wood flashing. An ED report acknowledged that the wood flashing is in disrepair and needs replacement, but there's no plan, capital or otherwise, to address that problem; it will only get worse and more expensive. What will the MHA do to address it?

The condition of the heritage trees at RS & squirrel control. Both of the 2 remaining mature trees at the Roads School need attention. The squirrels are having a population explosion in the neighborhood and at least a dozen or more are nesting and hollowing out the tree in back; prior MHA responses (pre-2016) included covering the holes in the trunk - you can see several copper plates. To my knowledge, the tree work that was done recently at Roads School was primarily pruning to avoid damage to vehicles. The heritage tree in front is buried under compost which has been piled on; it's like concrete

and isn't healthy for the tree. This concern was brought to the attention of Gary Dean in 2023, but Superior Landscape continues to dump compost on the base of the tree. Based on the ED report, I'm curious what the MHA's regular evaluations consist of and when they happen, and I don't understand what is meant by the wording "no detrimental tree work is needed at this time." The squirrels will continue to damage the tree in back unless they're removed and the holes are closed. The compost overkill will continue to deprive the tree out front of water and air, and threatens to damage the tree.

The lack of safe, decent and sanitary conditions in the RS green space. The ED report for this meeting deals with the impossibility of a ban on dogs. However, no one, including myself, has requested that. All of the discussion about the ban misses the point and does not respond to the tenant request and suggestions. **What is the MHA willing to do to provide safe, decent and sanitary conditions on its property?**

The choice doesn't have to be between a ban (which is a non-starter) and doing nothing. There are other **steps that can be taken: signs about curbing your dog and cleaning up after it, fencing, plantings of shrubs.** For years, the MHA had a sign in the lawn outside the office asking dog owners to please keep their animals off the greenspace; that sign was taken several times and then disappeared for good, despite tenant requests to put up signs and at least take that small step to protect the green space from dog waste.

The Roads School has the smallest amount of green space of all 8 MHA developments. The MHA encourages tenants to garden and several gardens are maintained by tenants at the Roads School; if the MHA cares about the condition of its green space, then we need your help, and more initiative and action from the MHA to protect it. We want to protect and beautify it and I assume you do. I'm well aware of how MHA property here is used by many dog walkers. But dog owners have the responsibility to control their animals and not foul other people's property.

The request is that the MHA explore ways of protecting the property from damage, not to ban dogs. I ask the MHA to think about **what steps can be taken to protect our green space from the unsafe, unsightly and unsanitary use of the grounds.**

Thank you,
Elaine McGrath
RS405

Marblehead Housing Authority Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 5/1/2026 Thru: 5/30/2026, 3) Program: Revolving Fund, 4) Project: All Projects

Check Name	SSN / TIN	Check Address								Print 1099
Revolving Fund										
A-1 Exterminators Inc 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>	No			
							Amount	Void	Doc Total	
05/07/2026	24925	CHK	3573783	RS: 04-15: Outside Ro	05/26	RS: 04-15: Outside Rod	\$72.00			
			3573718	BR: 4-16: Outside Rod	05/26	BR: 4-16: Outside Rode	\$426.00			
Totals For Vendor: A-1 Exterminators Inc										\$498.00
Ace Hardware 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>	No			
							Amount	Void	Doc Total	
05/07/2026	24926	CHK	353536/1	Engine Oil	05/26	Engine Oil	\$8.99			
			353159/1	41 FC: Light Bulbs & T	05/26	41 FC: Light Bulbs & To	\$52.13			
			353455/1	Maintenance Supplies	05/26	Maintenance Supplies	\$31.48			
Totals For Vendor: Ace Hardware										\$92.60
Casey, Burns & Jean Felix, PLLC XXX-XX-XXXX 71 Washington Street Unit: 2nd Floor 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>	No			
							Amount	Void	Doc Total	
05/07/2026	24927	CHK	17460							
			17514							
			17499							
05/29/2026	24970	CHK	17618							\$105.00
			17848							
			17805							
			17812							
			17847							
			17883							
			17915							
			17917							
			17605							
			17606							
			17916							
			17604							
			17939							
Totals For Vendor: Casey, Burns & Jean Felix, PLLC										\$35,994.01
Comcast XXX-XX-XXXX PO Box 70219 Philadelphia PA 19176										
<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>	No			
							Amount	Void	Doc Total	
05/21/2026	24950	CHK	050126	05/08-06/07: 18 BH: R	05/26	05/08-06/07: 18 BH: Re	\$99.95			\$99.95
05/21/2026	24951	CHK	050526	05-12/06-11: RS: Unit	05/26	05-12/06-11: RS: Unit R	\$559.18			\$559.18
05/21/2026	24952	CHK	050426	05/11-06/10: 29 PH: S	05/26	05/11-06/10: 29 PH: SP	\$99.95			\$99.95
05/29/2026	24971	CHK	051626	05-23/06-22: RS	05/26	05-23/06-22: RS	\$322.99			\$322.99
05/29/2026	24972	CHK	041626	04/23-05/22: RS	05/26	04/23-05/22: RS	\$208.05			\$208.05
05/29/2026	24973	CHK	051426	05-21/06-20: FC Unit	05/26	05-21/06-20: FC Unit M	\$129.94			\$129.94
05/29/2026	24974	CHK	041426	04/21-05-20: FC: Unit	05/26	04/21-05-20: FC: Unit M	\$129.94			\$129.94
Totals For Vendor: Comcast										\$1,550.00
Crowley Cottrell, LLC XXX-XX-XXXX 7 Liberty Sq. Unit: 3 Boston MA 02109										
<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>	No			
							Amount	Void	Doc Total	
05/21/2026	24953	CHK	25054	04-26: Phase 1 Inform	05/26	04-26: Phase 1 Informat	\$7,033.98			\$7,033.98
Totals For Vendor: Crowley Cottrell, LLC										\$7,033.98

Marblehead Housing Authority Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 5/1/2026 Thru: 5/30/2026, 3) Program: Revolving Fund, 4) Project: All Projects

Check Name	SSN / TIN	Check Address				Print 1099			
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>
05/07/2026	24928	CHK	95823179	FC: Circular Pump	05/26	FC: Circular Pump	\$2,799.01		
			95630447	24 GS & 54 BR: Maint	05/26	24 GS & 54 BR: Mainte	\$326.29		
			95672777	36 BR: Shower Valve	05/26	36 BR: Shower Valve P	\$379.65		
			95692483	50 FC: Zone Valves	05/26	50 FC: Zone Valves	\$314.55		\$3,819.50
05/29/2026	24975	CHK	95960760	103 FC: Toilet	05/26	103 FC: Toilet	\$331.71		
			94665319	RS: Spare Valves	05/26	RS: Spare Valves	\$327.86		
			95939569	82 FC & 29 PHC: Mai	05/26	82 FC & 29 PHC: Maint.	\$208.30		\$867.87
Totals For Vendor: F. W. Webb Company									\$4,687.37
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</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
05/15/2026	24942	CHK	050126	04-26: Accounting Ser	05/26	04-26: Accounting Servi	\$1,682.00		\$1,682.00
Totals For Vendor: Fenton Ewald & Associates P.C.									\$1,682.00
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</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
05/07/2026	24929	CHK	042326	04-26: Act 9628300: 2	05/26	04-26: Act 9628300: 24	\$1,376.83		\$1,376.83
Totals For Vendor: Ford Motor Credit Company LLC									\$1,376.83
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</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>
05/07/2026	24930	CHK	106649	91 FC: Maintenance S	05/26	91 FC: Maintenance Su	\$42.72		\$42.72
05/29/2026	24976	CHK	110207	667-3: Oak Tred	05/26	667-3: Oak Tred	\$32.55		\$32.55
Totals For Vendor: Gilbert & Cole									\$75.27
Glionna Plumbing & Heating Services, INC	XXX-XX-XXXX	31 Staaf Road Saugus MA 01906				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>
05/15/2026	24943	CHK	3112	168136: 5&6 FC: Eme	05/26	168136: 5&6 FC: Emer	\$46,700.00		\$46,700.00
Totals For Vendor: Glionna Plumbing & Heating Services, INC									\$46,700.00
Group Insurance Commission	XXX-XX-XXXX	P.O. Box 412915 Boston MA 02241-2915				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>
05/07/2026	24931	CHK	999-3701-05	05-26: Active	05/26	05-26: Active	\$1,751.93		\$1,751.93
			-01-2026-OEB	Employee: Life, Health, LTD		Employee: Life, Health, LTD			
Totals For Vendor: Group Insurance Commission									\$1,751.93
Harpers Time and Attendance - Labor Logic LLC	XXX-XX-XXXX	857 Post Road, Ste. 333 Fairfield CT 06824				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>
05/15/2026	24944	CHK	53159-R	April: Tie & Attendanc	05/26	April: Tie & Attendance:	\$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			
<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>
05/07/2026	24932	CHK	313901	NFC: Front Door Keys	05/26	NFC: Front Door Keys	\$142.80		\$142.80
Totals For Vendor: Hayden Safe & Lock Co., Inc.									\$142.80

Marblehead Housing Authority Vendor Payment History Report

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Check Name	SSN / TIN	Check Address	Print 1099						
HD Supply Facilities Maintenance - San Diego	XXX-XX-XXXX	PO Box 509058 San Diego CA 92150-9058	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>
05/07/2026	24933	CHK	9248391024	Maintenance Supplies	05/26	Maintenance Supplies	\$836.14		
			9248387923	Maintenance Supplies	05/26	Maintenance Supplies	\$44.03		\$880.17
05/29/2026	24977	CHK	9249249426	Maint. Supplies	05/26	Maint. Supplies	\$40.18		
			9249181749	Maint. Supplies	05/26	Maint. Supplies	\$945.37		\$985.55
Totals For Vendor: HD Supply Facilities Maintenance - San Diego									\$1,865.72
Home Decor Group	XXX-XX-XXXX	515 Lowell Street Peabody MA 01960	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>
05/07/2026	24934	CHK	37643/3	Maintenance Supplies	05/26	Maintenance Supplies	\$45.98		
			37571/3	29 PHC: Maintenance	05/26	29 PHC: Maintenance S	\$91.48		\$137.46
05/29/2026	24978	CHK	37692/3	FC: Hardware	05/26	FC: Hardware	\$5.00		
			37818/3	85 FC: Cleaner	05/26	85 FC: Cleaner	\$17.18		
			37737/3	7 BHC: Primer & Com	05/26	7 BHC: Primer & Comp	\$88.96		\$111.14
Totals For Vendor: Home Decor Group									\$248.60
Housing AI, LLC	XXX-XX-XXXX	114 Richmond St. Boston MA 02124	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>
05/07/2026	24935	CHK	HAI-2026-0006	2025-2026 12 Month Agreement: AI Chat	05/26	2025-2026 12 Month Agreement: AI Chat	\$1,200.00		\$1,200.00
Totals For Vendor: Housing AI, LLC									\$1,200.00
Intellibeam LLC	XXX-XX-XXXX	2 Haven Street Suite 301 Reading MA 01867	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>
05/15/2026	24945	CHK	8325	04-26: 4 Lines, 911, C	05/26	04-26: 4 Lines, 911, Cal	\$642.96		\$642.96
05/21/2026	24954	CHK	8518	05/26-05/27: Splashto	05/26	05/26-05/27: Splashtop	\$120.00		\$120.00
Totals For Vendor: Intellibeam LLC									\$762.96
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>
05/21/2026	24955	CHK	051826	Spring Swing & Bingo	05/26	Spring Swing & Bingo	\$206.07		\$206.07
Totals For Vendor: Laura Veligor									\$206.07
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>
05/07/2026	24936	CHK	040126	02-21-26/03-21-26: B	05/26	02-21-26/03-21-26: BR:	\$118.91		\$118.91
05/21/2026	24956	CHK	05132026	04-02/05-02: BH: 66 K	05/26	04-02/05-02: BH: 66 K	\$77.31		\$77.31
05/21/2026	24957	CHK	043026	03-21/04-21: 56-72 B	05/26	03-21/04-21: 56-72 BR:	\$38.41		\$38.41
05/29/2026	24979	CHK	041326	03-08/04-08: NFC: 28,	05/26	03-08/04-08: NFC: 28,4	\$5,463.05		\$5,463.05
05/29/2026	24980	CHK	041026	03/02-04/02: BH: 70 K	05/26	03/02-04/02: BH: 70 K	\$78.03		\$78.03
05/29/2026	24981	CHK	0413262	03/08-04/08: PH: 7,96	05/26	03/08-04/08: PH: 7,966	\$1,639.56		\$1,639.56
05/29/2026	24982	CHK	0413261	03/08-04/08: GS: 7,52	05/26	03/08-04/08: GS: 7,520	\$1,457.54		\$1,457.54
05/29/2026	24983	CHK	0430261	03/21-04/21: OBR: 68	05/26	03/21-04/21: OBR: 683	\$178.18		\$178.18
05/29/2026	24984	CHK	0430262	03/21-04/21: 57 BR: 1	05/26	03/21-04/21: 57 BR: 10	\$35.20		\$35.20
05/29/2026	24985	CHK	052026	03/04-05/14: 26 RS: 2	05/26	03/04-05/14: 26 RS: 21,	\$4,218.68		\$4,218.68
Totals For Vendor: Marblehead Municipal Light Department									\$13,304.87

Marblehead Housing Authority Vendor Payment History Report

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Check Name	SSN / TIN	Check Address	Print 1099						
Marblehead Water & Sewer Commission	XXX-XX-XXXX	P.o. Box 1108 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>
05/21/2026	24958	CHK	043026	01/30-04/30: RS: 17,6	05/26	01/30-04/30: RS: 17,60	\$4,337.20		\$4,337.20
05/21/2026	24959	CHK	0430263	01/30-04/30: PH: 36,6	05/26	01/30-04/30: PH: 36,60	\$8,579.65		\$8,579.65
05/21/2026	24960	CHK	0430261	01/05-04-02: 113 FC:	05/26	01/05-04-02: 113 FC: 7	\$18,773.30		\$18,773.30
05/21/2026	24961	CHK	0430262	01/02-04/10: GS: 15,1	05/26	01/02-04/10: GS: 15,10	\$3,619.25		\$3,619.25
05/29/2026	24986	CHK	0515261	01-20/04-21: OBR: 90,	05/26	01-20/04-21: OBR: 90,2	\$22,126.97		\$22,126.97
05/29/2026	24987	CHK	051526	NBR: 01-20/04-21: 17,	05/26	NBR: 01-20/04-21: 17,0	\$4,009.54		\$4,009.54
Totals For Vendor: Marblehead Water & Sewer Commission									\$61,445.91
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>
05/29/2026	24988	CHK	052626	2026 Annual Conferen	05/26	2026 Annual Conferenc	\$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>
05/15/2026	24946	CHK	041326	May 26: TM05731474:	05/26	May 26: TM05731474:	\$447.39		\$447.39
05/21/2026	24962	CHK	051326	06-26: TM05731474:	05/26	06-26: TM05731474: D	\$447.39		\$447.39
Totals For Vendor: Metropolitan Life Insurance Company									\$894.78
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>
05/07/2026	24937	CHK	73482	20 PHC: Replace Boil	05/26	20 PHC: Replace Boiler	\$687.90		\$687.90
Totals For Vendor: Michael Russo Jr. Plumbing & Heating Co. Inc.									\$687.90
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>
05/15/2026	24947	CHK	04272026	03-25-27/04-27-26: F	05/26	03-25-27/04-27-26: FC:	\$9,710.87		\$9,710.87
05/15/2026	24948	CHK	042720261	03-25-26/04-24-26: 26	05/26	03-25-26/04-24-26: 26	\$3,060.63		\$3,060.63
05/15/2026	24949	CHK	042720262	03-25-26/04-24-26: G	05/26	03-25-26/04-24-26: GS:	\$7,906.29		\$7,906.29
05/29/2026	24989	CHK	042726	03-25/04-27: 19 BR: 3	05/26	03-25/04-27: 19 BR: 34	\$104.56		\$104.56
Totals For Vendor: National Grid									\$20,782.35
OD Answering Services LLC	XXX-XX-XXXX	11 Manning Street Medford MA 02155	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>
05/21/2026	24963	CHK	19618A	04-26: Dedicated Mai	05/26	04-26: Dedicated Maint.	\$563.00		\$563.00
Totals For Vendor: OD Answering Services LLC									\$563.00
Pitney Bowes Inc.	XXX-XX-XXXX	PO Box 981039 Boston MA 02298-1039	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>
05/29/2026	24990	CHK	3322568855	04-05/07-04: 0041211	05/26	04-05/07-04: 00412111	\$63.48		\$63.48
Totals For Vendor: Pitney Bowes Inc.									\$63.48
PRIMO Brands	XXX-XX-XXXX	P. O. Box 856192 Louisville KY 40285-6192	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>
05/21/2026	24964	CHK	06E6708958 693	04/13-05/12: 113 FC: Water	05/26	04/13-05/12: 113 FC: Water	\$69.96		\$69.96
Totals For Vendor: PRIMO Brands									\$69.96

Marblehead Housing Authority Vendor Payment History Report

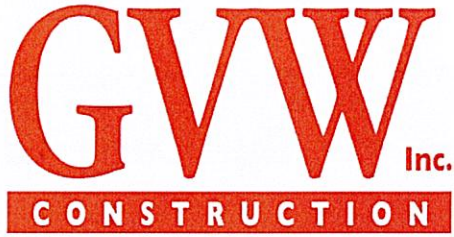
Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 5/1/2026 Thru: 5/30/2026, 3) Program: Revolving Fund, 4) Project: All Projects

Check Name	SSN / TIN	Check Address	Print 1099						
Principal Bank as Custodian FBO Commonwealth of MA		XXX-XX-XXXX P.O. Box 830984 Philadelphia PA 19182	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>
05/07/2026	24938	CHK	050126	April 2026: 457	05/26	April 2026: 457	\$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						
<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>
05/07/2026	24939	CHK	050126	April 2026: OBRA	05/26	April 2026: OBRA	\$303.13		\$303.13
Totals For Vendor: Principal Bank as Custodian FBO Commonwealth of MA									\$303.13
Republic Services, Inc.		XXX-XX-XXXX PO Box 71068 Charlotte NC 28272-1068	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>
05/07/2026	24940	CHK	0094-002208535	04-26: RS, BH, FC: Trash	05/26	04-26: RS, BH, FC: Trash	\$3,458.99		\$3,458.99
Totals For Vendor: Republic Services, Inc.									\$3,458.99
Rogue Engineering & Design, Inc.		XXX-XX-XXXX 36 N. Bedford St. East Bridgewater MA 02333	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>
05/21/2026	24965	CHK	RED272B	#168134: Constructio	05/26	#168134: Construction	\$13,272.50		\$13,272.50
Totals For Vendor: Rogue Engineering & Design, Inc.									\$13,272.50
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>
05/29/2026	24991	CHK	#05-2026	May 2026 Manageme	05/26	May 2026 Management	\$11,274.00		\$11,274.00
Totals For Vendor: Salem Housing Authority									\$11,274.00
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>
05/21/2026	24966	CHK	18832	05-26: Maintenance	05/26	05-26: Maintenance	\$260.00		\$260.00
Totals For Vendor: Sperling Interactive									\$260.00
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>
05/29/2026	24992	CHK	R8033	April 2026: RS & GS:	05/26	April 2026: RS & GS: CI	\$3,330.00		\$3,330.00
Totals For Vendor: Superior Landscape, Inc.									\$3,330.00
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>
05/21/2026	24967	CHK	50592	#168128: 03-26 Const	05/26	#168128: 03-26 Constr	\$831.25		\$831.25
Totals For Vendor: SV Design LLC									\$831.25
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>
05/29/2026	24993	CHK	5038744501	05-15/06-14: Copier &	05/26	05-15/06-14: Copier &	\$637.51		\$637.51
			5038744502	05-15/06-14: Kodak S	05/26	05-15/06-14: Kodak Sc	\$262.00		\$899.51
Totals For Vendor: Toshiba America Business Solutions									\$899.51

Marblehead Housing Authority Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 5/1/2026 Thru: 5/30/2026, 3) Program: Revolving Fund, 4) Project: All Projects

Check Name	SSN / TIN	Check Address				Print 1099			
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>
05/29/2026	24994	CHK	15977	04-26: Weighted Tras	05/26	04-26: Weighted Trash	\$1,052.60		\$1,052.60
Totals For Vendor: Town of Marblehead Board of Health									\$1,052.60
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>
05/29/2026	24995	CHK	2246523	04-15/04-23: Fuel	05/26	04-15/04-23: Fuel	\$176.49		\$176.49
Totals For Vendor: Town of Marblehead Financial Services									\$176.49
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>
05/07/2026	24941	CHK	050126	April 2026: Retirement	05/26	April 2026: Retirement	\$4,963.21		\$4,963.21
Totals For Vendor: Town Of Marblehead Office Of Retire									\$4,963.21
Uline, Inc.	XXX-XX-XXXX	P.O. Box 88741 Chicago IL 60680-1741				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>
05/29/2026	24996	CHK	207523348	RS: Community Room	05/26	RS: Community Room	\$1,223.51		\$1,223.51
Totals For Vendor: Uline, Inc.									\$1,223.51
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>
05/21/2026	24968	CHK	050526	04/06-05/05: Maint. D	05/26	04/06-05/05: Maint. Dep	\$124.02		\$124.02
			0505261	04/06-05/05: Fax Line	05/26	04/06-05/05: Fax Line	\$55.92		\$55.92
Totals For Vendor: Verizon									\$179.94
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>
05/21/2026	24969	CHK	050426	04/05-05/04: Cells	05/26	04/05-05/04: Cells	\$260.44		\$260.44
Totals For Vendor: Verizon Wireless									\$260.44
Total Payments:						42			\$245,727.46
Totals for Revolving Fund									\$245,727.46



38 Bennett Street, Lynn, MA 01905
Phone: (617) 567-6000
Fax: (617) 567-3344

Date: 5/11/2026

Alicia Bernardo
SV Design LLC
126 Dodge Street
Beverly, MA 01915

Project: MHA - Fire Escape Repaint / Walkway Site Work
Change Order Proposal # 01 - Exterior Kickplate & Lintel Replacement

PCO Amount: \$ 10,252.61

Dear Alicia

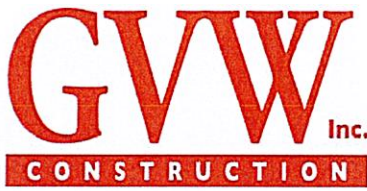
GVW is submitting this PCO in regard to work relating to PR #1 & PR #2 to replace exterior kickplates and lintels.

Please let me know if you have any questions.

Prepared by:

Nunzio Morretti
Project Manager

Approved by:



FORMAT FOR SUBMISSION OF CHANGE ORDER

Change Order Proposal #01 - Exterior Kickplate & Lintel Replacement

Project: MHA - Fire Escape Repaint / Walkway Site Work

Additional Time Required 0 Days

1. Material				
Description	Quantity	Unit Price	Value	
Masonry Material	1	500	500.00	
Lintels	1	625	625.00	
Kickplate Materials	1	200	200.00	
			0.00	
			0.00	
			0.00	
		Total Material	1,325.00	
2. Equipment				
Equipment Type	Quantity	Unit Price	Value	
			0.00	
			0.00	
			0.00	
			0.00	
		Total Equipment	0.00	
3. Labor				
Trade	Men	Hours	Wage	Value
Mason	1	24	112.52	2,700.48
Mason Tender (laborer)	1	24	73.90	1,773.60
Carpenter	1	12	86.27	1,035.24
				0.00
				0.00
		Total Labor		5,509.32
4. Subcontractor				
Contractor	Description		Value	
		Total Subcontractor	0.00	
5. Insurance & Taxes				
Total Labor Cost (Item 3)	5,509.32	X	.3617	1,992.72
6. GC's Sub Total				
Total Cost of Items 1,2,3,				8,827.04
7. Overhead & Profit				
Subcontractors Work	0.00	X	.0	0.00
GC's Markup on Sub Work	0.00	X	.10	0.00
GC's Material/Equip	1,325.00	X	.15	198.75
GC's Labor	7,502.04	X	.15	1,125.31
			Total O&P	1,324.06
8. Total Work of G.C. and Subs				
Total Cost of Subcontractor	0.00		=	0.00
Total Cost of GC	10,151.10		=	10,151.10
9. Bond				
Bonding Cost of Item 8	10,151.10	X	.01	= 101.51
10. Change Total				
		Total Cost of Change Order	=	10,252.61

10. Summary of Work
 GVW is submitting this PCO in regard to work relating to PR #1 & PR #2 to replace exterior kickplates and lintels.

 Please let me know if you have any questions.



69 Norman Street, Unit #20
Everett, MA 02149
Phone: + 1 (617) 461-6827
Email: info@creationirondesign.com

QUOTE N^o:063985

DATE: 05/08/2021

CLIENT INFORMATION:

NAME: GVW, Inc.
Nunzio Morretti
PHONE NUMBER: + 1 (339) 440-3587
EMAIL: nmorretti@gvwinc.com

PROJECT LOCATION:
113 Farrell Court
Marblehead, MA 01945

Scope of Work for the Listed Location	TOTAL PRICE: \$625.00
--	------------------------------

Creation Iron Design will perform the following work at the specified location:

1. Creation will fabricate 2 new structural lintels, L4x4x³/₈.
 2. Creation to apply primer to the new custom fabrications to enhance durability & longevity.
- Note:** Quote does not include paint or installation. The lintels will be delivered on-site.

Quote includes labor materials, all steel materials, custom fabrication, prime, & delivery.

Full Payment of \$625.00 Will be Required at the Conclusion of the Project.
All Payment Should be Sent to: P.O Box 490172, Everett, MA 02149

Fully Insured and Licensed.

Customer's Approval: _____ Date: _____

Please scroll to review Creation Iron Design's legal safety policy

Our Price Match Policy:
 At Creation Iron Design, customer satisfaction is our top priority. If you receive a lower price from a competitor, we will match it and beat it by 2%, provided you submit a copy of the competitor's quote. Please note that the competing quote must reflect a similar scope of work, materials, and project requirements in order to qualify.

OWNER'S NAME:  DATE: 05/08/2026

Mario Hernandez / Creation Iron Design

Make all checks payable to
Creation Iron Design, INC.
Mail to: P.O Box 490172, Everett, MA 02149

If you have any questions concerning this quote/invoice, feel free to contact **Mario Hernandez** +1 (617)461-6827

Thank you for your business!

THANK YOU

OWNER LANDLORD MANAGEMENT AGREES OF THE KNOWN DANGER OF UTILIZING THE EGRESS WHILE UNDER REPAIR. THE OWNER LANDLORD MANAGEMENT IS FULLY RESPONSIBLE TO NOTIFY ANY TENANTS OR BUILDING USERS TO ABSOLUTELY REFRAIN FROM UTILIZING THE EGRESS WHILE C.I.D CREW IS WORKING. OWNER LANDLORD MANAGEMENT AGREES THEIR FULLY LIABLE FOR ANY INJURIES CAUSED FROM USING AN EGRESS WHILE IT IS UNDERGOING REPAIRS DUE TO GROSS NEGLIGENCE OR FAILURE TO WARN PARTIES OF THE KNOWN DANGERS. VICTIMS MAY SEEK TO HOLD ACCOUNTABLE OWNER LANDLORD MANAGEMENT WITH PREMISES OF LIABILITY LAWSUITS. C.I.D TAKES ALL NECESSARY PROCEDURES TO ENSURE PARTIES DO NOT TO ENTER THE EGRESS WHILE AT WORK. IT IS

Acknowledgment of Egress Safety

The OWNER/LANDLORD/MANAGEMENT acknowledges the known dangers of using an egress while it is under repair. They are fully responsible for notifying all tenants, residents, and building users to absolutely refrain from using the egress while Creation Iron Design (C.I.D) crew is performing work.

The OWNER/LANDLORD/MANAGEMENT accepts full liability for any injuries or damages resulting from the use of the egress during repairs due to gross negligence or failure to warn of known hazards. Injured parties may pursue legal action under premises liability laws against the OWNER/LANDLORD/MANAGEMENT.

Creation Iron Design takes all reasonable precautions to prevent entry into the work area during repairs. It is the responsibility of the OWNER/LANDLORD/MANAGEMENT to enforce notifications and ensure compliance.

Policy Overview

At Creation Iron Design, the safety and well-being of our crew, clients, and building occupants are our highest priorities. To ensure a safe, efficient, and satisfactory work environment, the following policies apply:

1. Work Area Preparation

- a. The work area must be completely cleared of objects, debris, or obstructions that could impede crew efficiency or pose safety hazards.
- b. Vehicles must be parked at least 15 feet away from the work area.
- c. Personal belongings, including furniture, plants, and other items, must be removed from the immediate area.
- d. Pets must be kept at least 15 feet away to ensure safety.
- e. All windows in the vicinity should be closed to prevent dust, dirt, or debris from entering the building.

2. Electrical Setup

- a. If the project requires electricity, someone must be present on-site at least 5 minutes prior to the crew's arrival. Advance notice will be provided to ensure all electrical connections are ready, allowing work to begin promptly and without delays.

3. Price Match Policy

- a. Customer satisfaction is our top priority. If a competitor offers a lower price for a similar scope of work, materials, and project requirements:
- b. Provide a copy of the competitor's quote for verification.
- c. Creation Iron Design will match the price and beat it by an additional 2%.
All price match requests are subject to verification.

4. Plans, Permits, and Documentation

- a. Certified Plot Plans: Not included unless explicitly stated. If required, the owner/contractor is responsible for costs and acquisition.
- b. Initial & Final Construction Control Documents: Not included unless specified.
- c. Building Permits: Not included unless specified in the quote, contract, or invoice.

5. Liability for Property

- a. Creation Iron Design is not responsible for any damage to property, artifacts, vehicles, plants, furniture, or other items left in the work area. Tenants and/or owners are solely responsible for removing or securing belongings to prevent damage.

6. Safety and Compliance

- a. C.I.D crew members will follow all necessary safety procedures during work.
- b. Owners/landlords/management must notify all tenants and building users of hazards and restricted areas.
- c. Failure to comply may result in liability for injuries or damages caused during work.

Acknowledgment

By allowing work to proceed, the OWNER/LANDLORD/MANAGEMENT confirms they understand and accept all responsibilities outlined above, including safety notifications, property protection, and liability for egress use during repairs.

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

OFFICE: (781) 444-6630
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 **May 31, 2026**, and the related statements of Revenues and Expenses for the **5** months 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 is 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.

Fenton, Ewald & Associates P.C.

Needham, Massachusetts
Dated: June 3, 2026

DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT
BALANCE SHEET

Marblehead Housing Authority
5/31/2026 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	230,381.15		
1112.1	Cash Administration Fund - Restricted		0.00	
1113	Cash - Escrow		0.00	
1114	Security Deposit and Pet Deposit Fund Cash		22,291.88	
1117	Petty Cash		100.00	
1118	Change Fund		0.00	252,773.03
ACCOUNTS RECEIVABLE				
1121	Federal and DHCD--Section 8 Subsidy-Shelter Rent		0.00	
1122	Tenants Accounts Receivable		71,898.29	
1123	Allowance for Doubtful Accounts - Dwelling Rents		(14,247.32)	
1125	Accounts Receivable Subsidy		116,808.00	
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	174,458.97
INVESTMENTS				
1162	Investments - Unrestricted			554,295.28
DEFERRED CHARGES				
1211	Prepaid Insurance		74,236.75	
1212	Inventory		0.00	
1290	Deferred Charges - Retirement		15,199.00	
1291	Deferred Outflows of Resources		168,446.00	257,881.75
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		(9,090,890.91)	
1407	Infrastructure		0.00	
1408	Capital Leases		0.00	2,452,561.13
TOTAL ASSETS				3,691,970.14
LIABILITIES AND EQUITY				
ACCOUNTS PAYABLE				
2106	Bank Overdraft		0.00	
2111	Accounts Payable <=90 Days		99,621.66	
2111.1	Accounts Payable >90 Days Past Due		0.00	
2112	Contract Costs		0.00	
2114	Tenants Security Deposits & Pet Deposits		22,291.88	
2115	Bid Deposits		0.00	
2117	Employee's Payroll Deductions		4,258.90	
2118	Accounts Payable - Subsidy Overpayment		200,540.00	
2119	Accounts Payable - Interfund		4,310.00	
2120	Accounts Payable - Other		0.00	331,022.44
ACCRUED LIABILITIES				
2130.2	Accrued Contingent Liability		0.00	
2135	Accrued Compensated Absences - Current Portion		63,888.20	
2137	Payment in Lieu of Taxes (PILOT)		0.00	
2138	Accrued Payroll		9,308.40	
2139	Accrued Liabilities - Other		0.00	73,196.60
DEFERRED CREDITS				
2240	Tenants Prepaid Rents		35,203.53	
2290	Deferred Revenue - Rent		9,157.50	
2291	Deferred Revenue - Subsidy		0.00	
2292	Deferred Revenue - Other		475,180.00	519,541.03
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		763,471.00	
2339.1	Accrued OPEB Liability - GASB 75		1,392,545.00	2,156,016.00
EQUITY (NET ASSETS)				
2700	Net Income (Deficit)		(571.69)	
2802	Invested in Capital Assets, net of Related Debt		2,452,561.13	
2805	Net Assets - Restricted		0.00	
2806	Net Assets - Unrestricted	Max %	50.21%	622,954.63
2806.1	Net Assets - Pension & OPEB Liabilities		(2,462,750.00)	612,194.07
TOTAL LIABILITIES AND EQUITY				3,691,970.14

See Accountants' Compilation Report

Marblehead Housing Authority
5 months ending
May 31, 2026

4001 307 units
1535 unit months

Fenton, Ewald & Associates, P.C.
PSP 06/03/26

Account Number	Classification	Approved Budget Amount	Pro Rata Budget 5 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	2,046,900	852,875	555.62	551.65	846,780.42	(6,095)	0.993	1,200,120
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	25,000	10,417	6.79	0.05	73.81	(10,343)	0.007	24,926
3611	Interest on Investments - Restricted	0	0	0.00	0.00	0.00	0		0
3690	Other Revenue	20,000	8,333	5.43	3.73	5,728.68	(2,605)	0.687	14,271
3950	Operating Grants	0	0	0.00	0.00	0.00	0		0
3691	Other Revenue Retained	0	0	0.00	0.00	0.00	0		0
3692	Other Revenue - Operating Reserves	0	0	0.00	0.00	0.00	0		0
3801	Operating Subsidy	503,638	209,849	136.71	199.87	306,808.00	96,959	1.462	196,830
3920	Gain/Loss From Sale/Disp.of Prop.	0	0	0.00	0.00	0.00	0		0
TOTAL OPERATING RECEIPTS		2,595,538	1,081,474	704.54	755.30	1,159,390.91	77,917	1.072	1,436,147
OPERATING EXPENDITURES									
ADMINISTRATIVE									
4110	Administration Salaries	254,321	105,967	69.03	60.21	92,417.15	13,550	0.872	161,904
4120	Compensated Absences	0	0	0.00	0.00	0.00	0		0
4130	Legal	40,000	16,667	10.86	42.08	64,597.13	(47,930)	3.876	(24,597)
4140	Compensation-Board Members	12,200	5,083	3.31	3.88	5,960.00	(877)	1.172	6,240
4150	Travel and Related Expenses	6,000	2,500	1.63	0.14	211.42	2,289	0.085	5,789
4170	Accounting Services	17,418	7,258	4.73	4.61	7,070.00	188	0.974	10,348
4171	Audit Services	5,250	2,188	1.43	0.00	0.00	2,188	0.000	5,250
4180	Penalties & Interest	0	0	0.00	0.00	0.00	0		0
4190	Administrative Other	262,288	109,287	71.20	63.97	98,196.99	11,090	0.899	164,091
4191	Tenant Organization	7,675	3,198	2.08	0.00	0.00	3,198	0.000	7,675
TOTAL ADMINISTRATIVE EXPENSE		605,152	252,147	164.26	174.89	268,452.69	(16,306)	1.065	336,699
UTILITIES									
4310	Water & Sewer	311,549	129,812	84.57	89.63	137,586.92	(7,775)	1.060	173,962
4320	Electricity	131,065	54,610	35.58	38.31	58,807.35	(4,197)	1.077	72,258
4330	Gas	160,618	66,924	43.60	81.21	124,661.29	(57,737)	1.863	35,957
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		603,232	251,347	163.74	209.16	321,055.56	(69,709)	1.277	282,176
ORDINARY MAINTENANCE									
4410	Maintenance Labor	443,108	184,628	120.28	140.11	215,068.13	(30,440)	1.165	228,040
4420	Materials And Supplies	80,364	33,485	21.81	20.42	31,345.27	2,140	0.936	49,019
4430	Contract Costs	165,000	68,750	44.79	43.29	66,451.99	2,298	0.967	98,548
TOTAL ORDINARY MAINTENANCE		688,472	286,863	186.88	203.82	312,865.39	(26,002)	1.091	375,607
GENERAL EXPENSE									
4510	Insurance	127,850	53,271	34.70	34.63	53,159.00	112	0.998	74,691
4520	Pilot	4,951	2,063	1.34	1.38	2,113.75	(51)	1.025	2,837
4540	Employee Benefits	334,381	139,325	90.77	87.88	134,898.50	4,427	0.968	199,483
4570	Collection Losses	15,000	6,250	4.07	0.00	0.00	6,250	0.000	15,000
4580/90	General Expenses	0	0	0.00	0.00	0.00	0		0
TOTAL GENERAL EXPENSES		482,182	200,909	130.89	123.89	190,171.25	10,738	0.947	292,011
TOTAL OPERATING EXPENSES		2,379,038	991,266	645.78	711.76	1,092,544.89	(101,279)	1.102	1,286,493
NET INCOME (DEFICIT) BEFORE SUBSIDY and NON-ROUTINE EXPENSES									
		(287,138)	(119,641)	-77.94	(156.33)	(239,961.98)	(120,321)	2.006	(47,176)
NET INCOME (DEFICIT) before NON-ROUTINE, and INCLUDING SUBSIDY									
		216,500	90,208	58.77	43.55	66,846.02	(23,362)	0.741	149,654
NONROUTINE EXPENSES AND (CREDITS)									
4610	Extraordinary Maintenance	70,000	29,167	19.00	41.20	63,242.93	(34,076)	2.168	6,757
4611	Equip. Purchased - Non Capitalized	30,000	12,500	8.14	2.72	4,174.78	8,325	0.334	25,825
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		100,000	41,667	27.14	43.92	67,417.71	(25,751)		
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		116,500	48,542	31.62	(0.37)	(571.69)	(49,113)		
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		116,500	48,542	31.62	(0.37)	(571.69)	(49,113)		

Operating Subsidy Earned year-to-date	306,808
Operating Subsidy Rec'd year-to-date	\$190,000
Amount (Over) or Under Subsidized	\$116,808

COMMONWEALTH OF MASSACHUSETTS | STANDARD CONTRACT FORM



This form is jointly issued and published by the Office of the Comptroller, the Executive Office of Administration and Finance, and the Operational Services Division as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the [Standard Contract Form Instructions and Contractor Certifications](#), the [Commonwealth Terms and Conditions](#), the [Commonwealth Terms and Conditions for Human and Social Services](#), or the [Commonwealth IT Terms and Conditions](#) which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access forms at macomptroller.org/forms or mass.gov/lists/osd-forms.

CONTRACTOR INFORMATION		COMMONWEALTH INFORMATION	
Contractor Legal Name Marblehead Housing Authority		Department Executive Office of Housing & Livable Communities	Mosaic Department Code OCD
d/b/a		Contract Manager Name Fatima Razzaq	
Legal Address As entered on Form W-9 or Form W-4 26 ROWLAND ST, MARBLEHEAD, MA 01945		Business Mailing Address 100 Cambridge Street, Suite 300, Boston MA 02114	
Contract Manager Name Cathy Sheehan		Billing Address If Different	
Phone 781-631-2580	Fax 781-639-2340	Phone 617-573-1100	Fax 617-573-1345
Email choog@salemha.org		Email Fatima.Razzaq@mass.gov	
Vendor Code VC6000192252		Mosaic Transaction ID(s) CCOCD252011302020000	
Vendor Code Address ID e.g. "AD001". AD001		RFR/Procurement or Other ID Number MGL121B-23BSEC3	
Note: The Address ID must be set up for Electronic Funds Transfer (EFT) payments.			
NEW CONTRACT		CONTRACT AMENDMENT	
Procurement or Exception Type (Check one option only)		Current Contract End Date <i>PRIOR</i> to Amendment June 30, 2028	Amendment Amount Or Enter "No Change" +\$660,299.22
<input type="checkbox"/> Statewide Contract (OSD or an OSD-designated department.) <input type="checkbox"/> Collective Purchase (Attach OSD approval, scope, and budget.) <input type="checkbox"/> Department Procurement - Includes all Grants 815 CMR 2.00 . (Attach Solicitation Notice or RFR, and Response or other procurement supporting documentation.) <input type="checkbox"/> Emergency Contract (Attach justification for emergency, scope, and budget.) <input type="checkbox"/> Contract Employee (Attach Employee Status Form, scope, and budget.) <input type="checkbox"/> Interim Contract with new Contractor (Attach justification for Interim Contract and updated scope/budget.) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope, and budget.)		Amendment Type Check one option only. Attach details of amendment changes. <input checked="" type="checkbox"/> Amendment to Date, Scope, or Budget (Attach updated scope and budget.) <input type="checkbox"/> Interim Contract with Current Contractor (Attach justification for Interim Contract and updated scope/budget.) <input type="checkbox"/> Contract Employee (Attach any updates to scope or budget.) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language/justification and updated scope/budget.)	
TERMS AND CONDITIONS			
The Standard Contract Form Instructions and Contractor Certifications and the following document are incorporated by reference into this Contract and are legally binding. Check ONE option:			
<input checked="" type="radio"/> Commonwealth Terms and Conditions <input type="radio"/> Commonwealth Terms and Conditions for Human and Social Services <input type="radio"/> Commonwealth IT Terms and Conditions			
COMPENSATION			
Check ONE option.			
The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00 .			
<input type="radio"/> Rate Contract (No Maximum Obligation) . (Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) <input checked="" type="radio"/> Maximum Obligation Contract . Total maximum obligation for total duration of this contract (or new total if contract is being amended): \$9,132,356.90			

PROMPT PAYMENT DISCOUNTS (PPD)

Commonwealth payments are issued through Electronic Funds Transfer (EFT) 45 days from invoice receipt. See [Prompt Pay Discounts Policy](#).

Contractors requesting accelerated payments must identify a PPD as follows:

- Payment issued within: **10 days** % PPD.
- 15 days** % PPD.
- 20 days** % PPD.
- 30 days** % PPD.

If PPD percentages are left blank, identify reason:

Statutory/legal
 Ready Payments ([M.G.L. c. 29, § 23A](#))
 Agree to standard 45-day cycle
 Only initial payment

BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT

Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment.

Attach all supporting documentation and justifications.

Amendment #16, Contract for Financial Assistance 168025001: Formula Funding fy2029 as specified in the Contract for Capital Improvement Work Plan/Approved Budget (Exhibit 1) and Timetable for Completion of the Work (Exhibit 2). All such work shall be subject to the requirements set out in the Commonwealth Terms and Conditions in Attachment A.

SUPPLIER DIVERSITY PROGRAM (SDP) PLAN

Does the Supplier Diversity Program apply?

- YES If YES, the Contractor's annual SDP commitment for this Contract is
- NO If NO, and the department is an Executive Department, enter the appropriate exemption: Grants

ANTICIPATED START DATE (Complete ONE option only.)

The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations:

- 1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date.
- 2. may be incurred as of _____, 20____, a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date.
- 3. were incurred as of _____, 20____, a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.

CONTRACT END DATE

Contract performance shall terminate as of **June 30, 2035**, with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.

CERTIFICATIONS

Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form, the Standard Contract Form Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response (excluding any language stricken by a Department as unacceptable, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in [801 CMR 21.07](#), incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.

AUTHORIZING SIGNATURE FOR THE CONTRACTOR

Signature and date must be captured at time of signature.

Signature by: Jenn Schaeffner Date: 6/11/2026

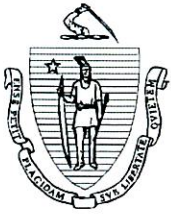
Print Name: Jenn Schaeffner Print Title: Chair, Marblehead Housing Authority Board

AUTHORIZING SIGNATURE FOR THE DEPARTMENT

Signature and date must be captured at time of signature.

Signature by: Fatima Razzaq Date: 6/11/2026

Print Name: Fatima Razzaq Print Title: BHD&C Director



Commonwealth of Massachusetts Executive Office of Housing & Livable Communities

Maura T. Healey, Governor ♦ Kimberly Driscoll, Lt. Governor ♦ Ed Augustus, Secretary

Certification of Grant Plan

Executive Office of Housing and Livable Communities Public Housing Capital Improvement/Development Grant

MMARS Doc ID: CCOCD252011302020000

Grant- MGL 23B and 121B allow the Executive Office of Housing and Livable Communities (EOHLC) to fund Local Housing Authorities (LHAs). **The funds are considered non-discretionary** (designated) and are made to recipients identified in the department’s Legislative authorization in accordance with 815 CMR 2.04(6). EOHLC grants awards to LHAs through a formula funding process and/or through emergency submissions and special projects, such as sustainability, mixed finance, and others. The funding was authorized in Chapter 129 of the Acts of 2013, Chapter 99 of the Acts of 2018, Section 16 of Chapter 76 of the Acts of 2021 (ARPA) and in previous acts. The acts directed EOHLC to “establish a program to provide predictable funds to be used flexibly by housing authorities for capital improvements to extend the useful life of state-assisted public housing”. Chapter 119 also provides that our “projects may include, but shall not be limited to, projects providing for renovation, remodeling, reconstruction, redevelopment and hazardous material abatement.” As a result of these acts, EOHLC created a system called the Capital Planning System (CPS) with the aid of a consultant, Diversified Intelligence, to assist the LHAs in their capital planning needs assessment. EOHLC awards were made to LHAs based upon this state-wide database of building component conditions. The LHAs must develop, and regularly update, a three-year capital improvement plan (CIP) outlining the projects. EOHLC reviews and approves the plans on an annual basis. The CIP and all relevant back-up documentation are on file at the Executive Office of Housing and Livable Communities (EOHLC).

Attached:

- Vendor’s Project Budget and Project Schedule
- Commonwealth of Massachusetts – Standard Contract Form (SCF)

CERTIFICATION:

“OCD certifies that the Capital Improvement Plan is on file at the Executive Office of Housing and Livable Communities along with all relevant back-up documentation.”

Authorized Department Signatory: Signed by:
Fatima Razzaq
6ADB1118FCTA423... Date: 6/11/2026

Print Name: **Fatima Razzaq**

Print Title: **Director, Bureau of Housing Development and Construction**



ATTACHMENT A/Scope of Services

ADDITIONAL TERMS AND CONDITIONS and CFA AMENDMENT

This Attachment A is part of the contract by and between the Commonwealth of Massachusetts (hereinafter called the "Commonwealth") acting by and through the Executive Office of Housing and Livable Communities (the "Department"), and the **Marblehead Housing Authority** (the "Authority"), a public body, politic and corporate, duly organized and existing pursuant to Section 3 of Chapter 121B of the General Laws. This Attachment A also amends and modifies the Contract(s) for Financial Assistance ("CFA") for all of the developments listed below by extending the term of each CFA for forty (40) years as herein provided. Such an amendment and modification is a part of the CFA as well as a part of the above-described contract. It may be enforced as part of the CFA or as part of the above-described contract.

Background.

The Authority proposes to modernize and improve the following existing State-Aided housing development(s) as more fully described in an application for capital improvement grant, submitted by the Authority. The Department has approved the application, or portion of the application, and shall provide state financial assistance in the form of a grant of capital improvement funds as provided herein.

Name of Developments: **Contract for Financial Assistance 5001, All developments, included but not limited to 200-01,200-02,667-01,667-02,667-03,667-04,667-05,705-01**

Date of Application: **2/4/2026**

1. The Work Plan/Approved Budget. Subject to the terms and conditions hereinafter set forth, the Commonwealth shall provide state financial assistance in the form of a grant(s) to make capital improvements. The scope of work and budget is defined in the Capital Improvement Work Plan/Approved Budget attached to this contract as "Exhibit 1" and incorporated herein. The Work Plan/Approved Budget may be amended by the Department. A timetable for completion of the work is attached as "Exhibit 2" and is incorporated herein.

The provision of such financial assistance is expressly contingent upon the authorization of the sale of the bonds necessary to raise the funds required herein by the General Court and the release of such funds by the Executive Office for Administration and Finance and the Office of the Comptroller.

2. Approved Work Items. The Authority agrees to undertake only work items authorized in the Work Plan/Approved Budget, and to complete said items at the lowest practicable cost not to exceed the budget. This grant of capital improvement funds is limited by either the grant amount, or by the cost of completing approved work items, whichever is lower. The Department reserves the right to amend the grant amount, the budget and/or the work items in the Work Plan/Approved Budget at its sole discretion.

3. Modernization, Continued Use, and Amendment of CFA. The Authority agrees to undertake and maintain the development(s) modernized or reconstructed as a housing project providing low rent housing, and to comply with Chapter 121B of the General Laws, the Departments Regulations, and the written directives of the Department as they may be in effect from time to time.

In consideration of the funds granted pursuant to this contract and for other good and valuable consideration, the Department, and the Authority agree that the (CFA) for the development(s) described herein as it may have been heretofore amended, shall be extended for an additional period of forty (40) years provided that the extended period, when combined with the unexpired term(s) of the existing CFA(s) and amendment(s) thereto, shall not exceed forty (40) years from the completion of the Capital Improvement Work funded under this contract. During such extension period the Authority agrees to use the development(s) as a housing project providing low rent housing as provided by the terms of the CFA(s) and of any amendment(s) thereto, Chapter 121B, the Departments regulations and the written directives of the Department as they may be in effect from time to time. This paragraph amends the said CFA(s) and shall continue in full force and effect for the term(s) of the extensions(s) specified herein. This paragraph has legal effect as part of the CFA with respect to such extensions(s) and shall not be subject to further amendment except as part of the CFA as therein provided.

4. Approval of Contracts, Expenditures and Settlements. The Authority agrees, that with respect to implementation of the Work Plan/Approved Budget, it shall submit all bid documents, including plans and specifications, to the Department for its approval. The Authority further agrees that it shall not without prior written approval of the Department:

- (a) enter into any contract for services or for the purchase of material or equipment pursuant to the Work Plan/Approved Budget.
- (b) issue any change order in connection with any contract;
- (c) make any expenditure for capital improvement not specifically authorized in the Work Plan/Approved Budget approved by the Department;
- (d) release any sums retained pending final inspection and certification of satisfactory completion pursuant to any contract under (a) above; or
- (e) approve any settlement of any matter in litigation.

5. Compliance With Bidding Requirements. The Authority shall comply with the requirements of all applicable statutes and regulations, governing competitive bidding procedures, prior to the award of any contract pursuant to the Work Plan/Approved Budget.

6. Bonding and Insurance Requirements. The Authority shall require its contractors to provide such security for the full and faithful performance of any contract or subcontract by way of a surety company licensed to do business in the Commonwealth, as the Department may prescribe. The Authority shall require from its contractor(s) and shall itself maintain insurance of such kinds and in such amounts as the Department may prescribe.

7. Supervision, Inspection and Review. The Authority agrees that it shall diligently enforce the terms of its contract(s) with contractor(s) performing work hereunder, and shall carry out the supervision and inspection of each contractor's work to ensure that it is completed in accordance with applicable specifications. The Authority shall conduct such supervision in a professional manner and to the satisfaction of the Department. The Authority shall permit the Department and authorized representatives to review all work and supervision of work by the Authority, materials, payrolls, records of personnel, conditions of employment, invoices of materials, books of account and other data and records in connection with the execution of the Work Plan/Approved Budget which the Department shall require, and shall require each contractor to allow such access to the contractor's relevant records by the Department.

8. Reports. The Authority shall provide reports in such form and with such frequency as the Department shall require from time to time regarding all aspects of the modernization of the development. These reports shall include: (a) the progress of the work; (b) the actual capital improvement cost incurred by the Work Plan/Approved Budget, breaking out all costs in such manner as the Department may prescribe; (c) certification by appropriate authorities as specified by the Department that the Work Plan/Approved Budget has been completed free from defects or inadequacies; and (d) that the Authority has been discharged from all liability in connection with the modernization of the development(s) through the payment or setting aside of monies and that the development(s) is/are free from any claims or obligations under sections 28 and 29 of Chapter 149 of the General Laws.

9. Separate Accounts; Rights of Commonwealth with Respect to Bank Accounts of Authority. The Authority shall at all times conduct its business and affairs in such manner that any bank accounts relative to modernization of the development under this contract will be separate and distinct from any account of the Authority relative to any other enterprise developed, administered, or engaged in by the Authority. The Authority shall, at the time of opening any account with any bank, obtain an agreement with such bank that (1) upon the receipt of any direction from the Department, no further withdrawal by the Authority shall take place; (2) that such bank shall agree with the Department that the bank shall forthwith comply with such direction unless and until revoked by the Department; and (3) that a withdrawal of the funds duly authorized and signed by the Department will be honored by such bank.

The Authority agrees that if either one or both of the following events occur and is not corrected or remedied to the satisfaction of the Department, the Department shall have the right to direct any bank with which the Authority maintains an account in which funds for the modernization of the development(s) are deposited or held, to refuse to permit any withdrawals from such account until further notice from the Department: (a) the Authority shall have defaulted in the observance or performance of any one or more of the terms, covenants or conditions of this contract; (b) the Authority shall have made any misrepresentation of material fact in any of the certificates, reports, statements or other documents or dates required to be submitted pursuant to this contract. Additionally, upon the occurrence of one or more such events, the Department may withdraw funds from such account when necessary to make any expenditure properly chargeable to the Work Plan. Such funds shall be applied by the Department in accordance with the applicable provisions and requirements of this contract.

10. Accounts, Records, Books and Audits. The Authority agrees that it shall (a) maintain such accounts, records, and books in accordance with any specifications which the Department may prescribe as to the manner and form of record-keeping and as to the contents of the records; (b) grant to the employees or representatives of the Department at all times during normal business hours and as often as the Department may require, full and free access to its accounts, records and books; (c) permit the Department or any accountants or auditors approved by the Department and the authorized representatives of the State Auditor's Office to make periodic audits, excerpts or transcripts of the accounts, financial records and books of the Authority; (d) furnish to the Department such financial, operating, statistical and other reports, records, statements, and documents in such manner and form as may be required by the Department; and (e) furnish copies of contracts of the Authority and other documents in the possession of the Authority as the Department may require from time to time.

11. Notices and Demands. Any notice or demand permitted or required under this contract to be given or served by either of the parties hereto upon the other party hereto shall be in writing and shall be signed in the name of the party giving or serving the same. Such notice or demand shall be mailed by certified mail, postage and certified charges prepaid, or personally served on the Department or the Executive Director of the Authority. For purposes of this section, the Department shall be notified at the Bureau of Housing Development and Construction, Executive Office of Housing and Livable Communities, 100 Cambridge Street, Boston, Massachusetts 02114, or such other place as the Department may designate by written notice to the Authority.

12. Termination or Suspension of Contract. The Department may suspend or terminate all or part of this contract at any time if it, in its sole discretion, determines that suspension or termination is warranted because of the violation by the Authority of any provisions of this contract or of the regulations of the Department or applicable law. The Department may terminate or suspend all or part of this contract in order to correct misuse or misapplication of funds by the Authority. Failure to implement the Work Plan/Approved Budget in accordance with the dates set forth in Exhibit 1 shall constitute grounds for the immediate termination or suspension of this contract. In any case of termination or suspension, notice in writing of the action shall be given to the Authority. The Department may also terminate or suspend this contract at any time due to the unavailability of the required funds as described in Section 1 of this Attachment.

13. Severability of Provisions. If any provision of this contract is held invalid, the remainder thereof shall not be affected thereby; and all other parts thereof shall remain in full force and effect.

14. Enforcement of Contract. The Department may enforce any of its orders, rules or regulations or the provisions of this contract, or remedy any breach of this contract, by filing an action in the Superior Court or other court of competent jurisdiction.

15. Interest of Member or Employee of Authority. No member or employee of the Authority shall participate in any decision relating to the Work Plan/Approved Budget affecting his or her personal interests or the interest of any corporation, partnership, proprietorship in which he or she is directly or indirectly interested. No member, officer, agent, servant or employee of the Authority or of the city or town in which the development is located, shall have any interest, direct or indirect, in any contract for property, materials, or services to be acquired by the Authority or furnished for use in connection with the Work Plan/Approved Budget.

No member of the Authority shall be paid for his or her services or receive compensation as such member out of the proceeds of funds received in connection with the Work Plan/Approved Budget.

16. Member of Authority not Individually Liable. No member or officer of the Authority shall be individually liable on any obligation assumed by the Authority hereunder, except that this provision shall not be deemed to relieve such officer or member from any liability incurred for his or her fraud or other intentional misconduct.

17. Equal Employment Opportunity. In its implementation of the Work Plan/Approved Budget, as set out in Section 10 of the Commonwealth Terms and Conditions, the Authority shall not discriminate against any employee or applicant for employment because of race, creed, color, national origin, sex, sexual orientation, age, or disability. The Authority shall take affirmative action to encourage applications from minorities, individuals with disabilities, and women and to ensure that applicants are employed and that employees are treated during employment, without regard to their race, creed, color, national origin, sex, sexual orientation, age or disability.

The Authority shall in all solicitations or advertisements for employees placed by, or on behalf of the Authority, state that all qualified applicants shall receive consideration for employment without regard to race, creed, color, national origin, sex, sexual orientation, age, or disability. Except as required in the following paragraph, the Authority shall incorporate the foregoing requirements in all of its contracts for work items under the Work Plan/Approved Budget and shall require its contractors to place such terms in all subcontracts.

The Authority shall incorporate into bid specifications and contracts for state-aided modernization and reconstruction work, as directed by the Department, provisions for the award of contracts to Minority and Women Business Enterprises as certified by the State Office of Minority, Women Business Assistance, (SOMWBA).

18. Non-Exclusivity of Remedies. Termination for cause in the event of breach of this contract by Contractor is a non-exclusive remedy available to the Department.

19. Disbursement of Grants. Grants by the Commonwealth hereunder shall be disbursed periodically upon request by the Authority and approval by the Department. Approval by the Department shall be in accordance with the budget in the Work Plan/Approved Budget (Exhibit hereto).

Prior to the disbursement of any portion of the maximum obligation, the Department may review compliance by the Authority with the approved Work Plan/Approved Budget. If the Department finds, in its sole discretion, that the actual cost will exceed the budget, or that the Work Plan/Approved Budget is not being adhered to, it may withhold disbursement of payment until it is satisfied that the Work Plan/Approved Budget will be followed. The Department may in its discretion adjust the scope of the work item(s) and the budget as a condition of any subsequent approval of a request for a grant.

Interest earned on funds granted shall be used by the Authority to pay the cost of the approved work items or at the option of the Department shall be returned to the Department.

Executed as an instrument under seal.

EXECUTIVE OFFICE OF HOUSING AND LIVABLE COMMUNITIES
 168025001, CFA Number 168025001, Amendment 16
 Summary of LHA Capital Project Budget/Changes

Line Number	Description	Prior Budget	Change +/-	Revised Budget
Construction				
1450.01	Original Construction Contract	8,472,057.68	660,299.22	9,132,356.90
1450.02	Change Order Contingency	0.00	0.00	0.00
1450.03	Permit Fees	0.00	0.00	0.00
SubTotal Construction		8,472,057.68	660,299.22	9,132,356.90
CFA TOTAL:		8,472,057.68	660,299.22	9,132,356.90

Executive Office of Housing and Livable Communities

Project: **Marblehead 5001**

Description: Formula Funding

LINE			DURATION		
ID	OUTLINE	PROJECT PHASE /TASK	DAYS	SCH START	SCH FIN
1	1		9635	6/10/2010	6/30/2035
2	1.1	STUDY	30	8/6/2010	12/15/2016
3	1.1.1	EOH&LC approves funding/award	200	1/14/2017	8/2/2017
4	1.2	PLANNING	200	8/2/2017	2/18/2018
5	1.2.1	Assign in-house A/E	5	2/18/2018	2/23/2018
6	1.2.2	EOH&LC approves RFS/WO	20	2/18/2018	3/10/2018
7	1.3	DESIGNER SELECTION	20	2/28/2018	3/20/2018
8	1.3.1	EOH&LC approves A/E contract	20	2/28/2018	3/20/2018
9	1.4	CONCEPTS	20	2/28/2018	3/20/2018
10	1.4.1	EOH&LC approves concepts	20	2/28/2018	3/20/2018
11	1.5	SCHEMATICS	60	3/20/2018	5/19/2018
12	1.5.1	EOH&LC approves schematics	60	3/20/2018	5/19/2018
13	1.6	DESIGN DEVELOPMENT	20	5/19/2018	5/19/2018
14	1.6.1	EOH&LC approves DD	20	5/19/2018	6/8/2018
15	1.7	CONSTRUCTION DOCS.	20	6/8/2018	6/28/2018
16	1.7.1	EOH&LC approval to bid	10	6/28/2018	7/8/2018
17	1.8	BIDDING	30	7/8/2018	8/7/2018
18	1.8.1	General bids opened	30	7/8/2018	8/7/2018
19	1.8.2	EOH&LC approves GC contract	10	8/7/2018	8/17/2018
20	1.9	CONSTRUCTION	2095	10/6/2018	7/1/2024
21	1.9.1	NTP Issued	50	8/17/2018	10/6/2018
22	1.9.2	Contract time for completion	1095	10/6/2018	10/5/2021
23	1.9.3	Amended time for completion	1000	10/5/2021	7/1/2024
24	1.9.4	Forecasted construction period	2095	1/3/2017	9/29/2022
25	1.9.5	EOH&LC approves CSC	10	9/19/2022	9/29/2022
26	1.10	CLOSE-OUT	5	9/29/2022	10/4/2022
27	1.10.1	EOH&LC approves CFC	5	9/29/2022	10/4/2022
28	1.11	WARRANTY	1425	10/4/2022	6/30/2024
29	1.11.1	9 month warranty inspection	635	10/4/2022	6/30/2024
30	1.11.2	End of warranty period	425	5/1/2024	6/30/2035

Exhibit 2 - Projected Timetable for Completion of Work