

Salisbury Housing Authority

07/08/2021 Minutes

Chaired by Ralph Sweeney

**Directors Present: Ralph Sweeney, Samson Racioppi, Maryann Newman, Shirley Joubert,
Jayne Arnold**

Executive Director: Kate McGuire--Email: kate@ipswichhousing.com

Meeting held remotely per Governor Baker's executive order due to Coronavirus outbreak.

Pledge (5:00pm)

Roll Call

Ralph Sweeney, Shirley Joubert, Maryann Newman, Jayne Arnold, Samson Racioppi.

Moment of reflection

ED stated she is not aware of any tenants who are sick or in the hospital. No residents passed away this month.

Bills

After reviewing the bills, the board concluded there was nothing abnormal or unusual this month. FISH project is related to the capital improvements project. BOBREK is the parking lot project. Maryann asked if the parking lot is being completed all at once, or if the project will be broken up into multiple chunks. The ED stated the project was bid with a base bid and 1 Alternate.

Shirley moved to approve bills; Maryann seconded. Vote was unanimous.

Correspondence

The ED presented the agency wide operating statement. The ED stated that the SHA is only five months in and SHA still has not received many significant annual bills. The SHA has high reserves and therefore will be making some upgrades to maintenance items.

Approval of last month's minutes

Samson was absent last month; Kate took notes of last month's meeting and will be including them as part of next month's agenda.

Executive Director's Report

The ED stated that DHCD has removed all COVID related restrictions on housing authorities including staff and personnel limitations in offices. Governor Baker extended the ability for boards to meet remotely until April 2022. The SHA board can begin meeting in person as soon as August. SHA will also be opening the community room again when construction is complete. Board resolved to discuss in-person meetings during the October meeting.

Ralph Sweeney asked if there has been any feedback or comments about having in-person meetings from the tenants. Jayne Arnold stated that, yes, the tenants association would like to have in-person meetings again. The ED states she would discuss with Jayne how to handle in-person tenants association meetings. Ralph Sweeney stated that the board will discuss the board holding in-person meetings in October.

The ED stated that DHCD released the 2021 Fair Market Rents and Income Guidelines. The ED stated the Fair Market Rents is the maximum a housing authority can charge for rent. The income guidelines are used to determine initial eligibility.

The Chair stated he will accept a motion to accept FMR and income limits.

Motion by Maryann Newman to accept the FMR and income limits guidelines. Second by Shirley Joubert. All in favor.

Maintenance Report

Alex is on vacation this month, so the ED performed the maintenance report.

The ED stated that the contractor for the accessible unit project is waiting on approval from the architect and then the unit along with the community room kitchen will be completed.

Ralph Sweeney asked if they will be wrapped up within the next month, the ED stated that she anticipates that they will.

The ED stated that the annual plan draft submission is completed and will be posted tomorrow (July 9.) It will be presented to the GMVTO on August 30 and then the public hearing will be during the Sept 9 meeting. There are no significant changes from last year.

The ED stated that they just leased two additional units today. The other units are almost ready to be leased. Then the SHA will have the 2 accessible unit upgrades that are offline, for a total of (5) all together. The ED stated DHCD just reviewed the schematic design for the fire alarm project and it was determined that the existing electrical wiring cannot be utilized for the new system. DHCD is now looking for emergency funding that can help with this because replacing the existing wiring almost doubles the cost. Engineers are now figuring out how to complete the project and provide estimates.

Public Comment

Shirley Joubert stated that the tenants are requesting the ice cream truck be allowed to enter the housing authority area. The ED stated she is not sure how to contact the ice cream truck to ask them to come to the property. Maryann Newman stated she may have a contact she can follow. Shirley Joubert stated that the tenants are looking for a 'quit smoking' seminar as well. The ED stated she will ask the Resident Service coordinator to look at options.

Shirley moves the board adjourn; Jayne seconded. Board approved unanimously.