

Salisbury Housing Authority

03/11/2021 Minutes

Chaired by Ralph Sweeney

Directors Present: Ralph Sweeney, Samson Racioppi, Maryann Newman,

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

Alex Russell – Maintenance Director, Jessica Sadoway – Asst. Director, Kathryn Greenwood - Public Housing Manager, Jon Bidgood – resident of Salisbury.

Moment of reflection

The Board performed a moment of reflection for sick tenants. No knowledge of tenants passing in the past month. Ralph Sweeney asked if the residents of Great Meadows had been vaccinated? The ED replied that yes, many residents who are 75+ have been vaccinated. The ED stated she is currently working on setting up a second clinic.

Bills

After reviewing the bills, the board concluded there was nothing abnormal or unusual this month.

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

Minutes

The board reviewed minutes and everything is in order.

Samson moved that the board approve February 2021's meeting minutes. Maryann seconded, and the board unanimously approved.

Correspondence

The ED presented the financial statement for January 2021. The ED stated that the SHA currently has a very high reserve so she is working on a list of maintenance equipment that needs to be replaced.

Executive Director's Report

As briefly mentioned by ED in the last meeting, we do have a tenant board member. On January 14, 2021, Governor Baker signed Chapter 358 of the Acts of 2020, "An Act Enabling Partnerships for Growth" into law. This law covers the appointment of a Tenant Board Member for each LHA board in towns. Since we have a tenant board member, the ED stated that she will apply for a waiver. ED then spoke about the process to replace a missing tenant board member should the situation apply.

The ED stated that the SHA will be reopening its office to the public on April 1st in a similar fashion to how we did during last summer, which means only one tenant in the office at a time. Residents will be able to ring the doorbell and be allowed in by someone in the office.

Ralph Sweney asked for an update on in-person board meetings. ED replied that it is not up to us as Governor Baker ordered this via executive order.

Project 259034

ED spoke about the storm door replacement project #259034. ABAX Contracting LLC provided the lowest bid. The base bid was \$16,500 – bid on alternate #1 for \$11,000. Both fit in our budget. The ED advised the board to approve the base bid and the alternate. Every storm door in all 5 buildings will be replaced with this project. Base bid was for buildings C, D, E and the alternate was A and B. For \$27,500 all storm doors will be replaced.

Samson motioned to approve the low bid for \$27,500 to ABAX Contracting LLC for project #259034. Maryann seconded. Unanimous approval.

Maintenance Report

Alex spoke about the reasonable accommodation project - community kitchen and (2) handicap units are still being worked on. The Public Housing Manager is working on getting applicants ready to move into the vacant units. Ralph stated that at some point the contractors should be able to provide a better estimate for lead times. Alex is following up often with the contractors. A discussion about contractors and the reasons they cannot finish sooner ensued.

For vacancies the SHA has (2) units offline for a capital project, and (2) for resident transfers. Remainder are being finished and should be rented within the next month.

Alex stated that the staff bathroom is coming along very well and should be finishing within the next few weeks.

Public Comment

Salisbury resident Job Bidgood stated that he is there to discuss the Meadowview lane project, the ED stated that the SHA is not involved in that project.

Samson moves the board adjourn; Maryann seconded. Board approved unanimously.