

Salisbury Housing Authority

06/09/2022 Minutes

Chaired by Ralph Sweeney

Directors Present: Ralph Sweeney, Samson Racioppi, Shirley Joubert,

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

Pledge (5:00pm)

Roll Call

Ralph Sweeney, Samson Racioppi, Shirley Joubert.

Others Present: Kate McGuire - Executive Director, Wilma McDonald (Selectperson), 2
GMVTO officers, Alex Russell - Maintenance Director

Moment of reflection

Ralph inquired about whether anyone has passed. Bernie reported that there are some tenants in the hospital but thankfully no one passed.

The board held a moment of silence

Bills

Ralph asked if there were unusual or irregular charges? The ED stated the only non -recurring bill was for Penny's Signs, which is the company that provided the sign out front of the housing authority. Megco Electric is the fire alarm project.

Shirley Moved To Approve The Regular And Recurring Bills; Samson Seconded.

Ralph votes aye

Shirley votes aye

Samson votes aye

May 2022 Minutes

Shirley Moves To Approve May Minutes. Samson Seconded.

Shirley votes AYE

Samson votes AYE

Ralph votes AYE

Approval of May 2022 Special Meeting Minutes

Shirley Moves To Approve May Minutes. Samson Seconded.

Shirley votes AYE

Samson votes AYE

Ralph votes AYE

Correspondence

The ED presented the financial statement for the period ending April 30, 2022. The ED stated the SHA has very healthy reserves at 60%. The Section 8 program is doing well. We may be getting one additional voucher, which will bring us to 54 all together. Ralph asked what is our max? Kate replied 58 but we are unlikely to reach that rate. Ralph asked if the Section 8 Program has a preference for veterans? The ED stated yes, the SHA has local and veterans preference. The ED stated that the Section 8 regulations allows the SHA to set its own preferences through the Administrative Plan.

Annual Meeting

(4) positions available for next year's meetings.

Samson Nominates Ralph As Chairman Of The Board. Shirley Seconded. Ralph Accepts.

Shirley Nominates Samson As Vice Chairman Of The Board. Ralph Seconded. Samson Accepts.

Ralph Nominates Shirley As Treasurer. Samson Seconds. Shirley Accepts.

Executive Director Report

Staff are very busy completing the annual DHCD and HUD audit. It must be completed and submitted to DHCD by September 31, 2022.

One-Stop Mobile Health Van clinic.

The ED stated that she has been working with the North Shore Health Project non-profit on potentially offering services to the SHA community. The One Stop Harm Reduction program is approved to provide services in Salisbury. The program offers free and confidential health information and testing and also a needle exchange. The ED stated the town of Salisbury only allows the van to collect needles not to provide free needles. The ED stated she would like to see the board consider allowing the nonprofit to utilize this space at Great Meadow Village for that purpose. They would be open to the general public. There is another site in Salisbury already. Ralph expressed concerns that a needle exchange may attract trouble. Board members agreed to look at the website and discuss again next month.

Fire Alarm Upgrade CSC

Now that the fire alarm project is about completed, the board needs to approve the fire alarm 95% certificate of completion.

Shirley Moves To Approve the Certificate of Substantial Completion. Samson Seconded.

Shirley votes AYE

Samson votes AYE

Ralph votes AYE

Smoking Policy Discussion

A lot of complaints have come in from tenants about smokers in inappropriate locations. The MD proposes that the housing authority construct and strategically place designated smoking areas throughout the property. The ED stated she proposes SHA will provide a 'bus-stop' styled shelter that is covered and has a smoking receptacle disposal station. These designated smoking areas will replace the current policy that smoking is allowed 20' away from the building when smoking. Instead, the policy will be that smokers must utilize these structures when smoking. The ED stated the previous policy is too difficult for SHA to enforce.

Bernie Boylan (GMVTO Officer) stated that the amount of lighting is insufficient on portions of the property, and it discourages him and other tenants from going outside at night. The ED stated there is a possibility to put a solar panel and lighting on the structures. The ED stated the designated smoking areas will all be wheelchair accessible. Ralph requested the policy not be enforced until the designated smoking areas have been installed.

Shirley Moves That The Board Adopt The Amended Smoking Policy. Samson Seconds.

Shirley votes AYE

Samson votes AYE

Ralph votes AYE

Maintenance Report

The MD stated he has a representative from LG on site and he was able to open 76 out of 80 of the HVAC units and were able to make repairs to the defective wires. Breen & Sullivan and other representatives were also present. This is still in the investigatory stage for LG, but they are aware of the issue. Remaining 4 units are not scheduled but we anticipate a resolution at some point. Either LG will authorize another visit or we will schedule an Breen & Sullivan to fix the remaining 4 units. Only (2) vacant units as of right now.

GMVTO Report

Bernie Boylan provided the GMVTO update. GMVTO has held a few meetings. The last couple of meetings have not had quorum. GMVTO will take July and August off. Bernie may be changing the monthly meeting to correspond with SHA board meetings to encourage turnout. There was a meeting yesterday with an agenda. The person who was supposed to attend for the agenda did not show. They wanted a yard sale hosted by GMVTO. Usually tables would be rented and charged \$20 per table. Someone had planned to host a yard sale but did not go through GMVTO. Request was declined by GMVTO unless there was a valid excuse for her not to show. Bernie Boylan asked what to do if this person were to do her yard sale without approval from the GMVTO? The ED replied that she needs to be informed so she can address it.

Public Comment

Ralph Sweeney asked if the neighbor whom the ED sent a letter to regarding the sale of adjacent land had responded. The ED stated that she has not heard back. Bernie Boylan stated the lights on property have issues at times – numerous complaints. The ED stated that she will talk to Dave about lighting issues.

Adjournment

Shirley Moves The Board Adjourn; Samson Seconded.

Shirley votes AYE

Samson votes AYE

Ralph votes AYE