

Salisbury Housing Authority

03/09/2023 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

Board Members present: Ralph Sweeney, Samson Racioppi, Shirley Joubert

Board Members absent: Donna Abdullah

SHA Staff: Kate McGuire - Executive Director (ED), Douglas Batchelder - Maintenance Director (MD), Jessica Sadoway - Assistant Director

(2) GMVTO officers, (2) residents, (1) Selectwoman (Wilma)

MOMENT OF REFLECTION

Ralph inquired about whether anyone has passed. No losses this month thankfully.

(The board held a moment of silence.)

BILLS

Ralph Sweeney asked who the company Future Supply Company was. The ED stated that is where the SHA purchased ice melt / salt for the walkways.

Shirley moved to approve the regular and recurring bills; Samson seconded.

Ralph votes aye

Samson votes aye

Shirley votes aye

MINUTES FEBRUARY 9, 2023

Shirley moves to approve february meeting minutes. Samson seconded.

Shirley votes AYE

Samson votes AYE

Ralph votes AYE

CORRESPONDENCE

Fee accountant was unable to complete accounting in time for the meeting. The ED will include them in next month's meeting.

The ED stated that there is an update to the state budget request in the MassNAHRO newsletter. The ED stated that LHA's were disappointed that Governor Healey did not provide the requested funding for this year's budget. The Governor's budget provided level funding to LHA's. The ED stated that LHA's and MA NAHRO is now focused on working with legislators to get additional funding in their budget.

EXECUTIVE DIRECTOR REPORT

Management Agreement with the Ipswich Housing Authority

The ED presented the Management Agreement between the SHA and IHA. The ED stated that the board can agree on a term up to (5) years. The ED stated it is using the same DHCD boilerplate language as the previous agreement. The ED stated the agreement can be amended when increases in fee are authorized.

Ralph Sweeney asked how much notice is necessary to terminate the management agreement should something come up. The ED stated that the contract provides for (60) day notice to sever the contract.

Shirley moves to renew management agreement with Ipswich Housing Authority for a 5 year term with an annual management fee of \$71,396.00. Samson seconded.

Shirley votes AYE

Samson votes AYE

Ralph votes AYE

Centralized Priority and Preference Screening

The ED stated that there is a new centralized priority and preference determination for applicants performed by a third party Archipelago Strategies Group (ASG). The ED stated that this will alleviate a large administrative burden for our staff. ASG will be responsible for collecting all information and providing a determination on eligibility for the priority and preferences only. Housing authorities will still perform CORI checks and will make the final determination of eligibility for housing.

SEMAP

The ED stated that she has completed the SEMAP review for the Housing Choice Voucher Program. The ED stated that due to COVID era waivers the SEMAP review has not been performed in a few years. It is an assessment program that measures the performance of public housing agencies that administer housing choice vouchers. The ED stated that the score will be available in April but she expects the SHA to perform well.

MAINTENANCE REPORT

The MD stated that he will be completing annual inspections of some units at Great Meadow Village next week. The MD presented the vacancy report, three units will be finished in the next few weeks. One unit needs more work and will take longer.

Ralph Sweeney asked about how often refrigerator condensers get cleaned. The MD replied that they get cleaned 'as needed.' Ralph Sweeney suggested that this becomes part of the preventative maintenance plan.

The MD stated that a new American flag has been ordered because the existing flag is falling apart.

Ralph asked if there are any updates on the truck? The ED stated that the team decided to wait until the end of the winter. It will be purchased this year but we need to hold off until Dave is done using the existing truck for snow and other maintenance reasons.

GMVTO REPORT

The report is presented by Judith Graham. Judith stated that last month the GMVTO spent a lot of money on computers and printers. Obtained many new office supplies because things were in a state of significant disrepair. GMVTO did a lot of research on different items and obtained good deals. Judith stated that Pastor Mike will come in once a month for a discussion / mass. May increase frequency depending on popularity. Thursday's GMVTO is trying to get a stretch event going, along with some sort of regular card game. Will be proposing amended bylaws this month and likely approving them next month depending on feedback.

Judith stated that the curbstone out front of a building fell apart likely due to snow maintenance. Doug reported that Dave will be informed and should be fixed soon.

PUBLIC COMMENT

Bernie Boylan asked about money that SHA provides the GMVTO annually. The new board needs that fund to be replenished. The ED asked the GMVTO to submit a request to the Finance Director.

Diane Traffon-Hill asked about lighthouses getting painted. The MD stated that it can be painted.

ADJOURNMENT 5:45PM

Shirley moves the board adjourn; Samson seconded.

Shirley votes AYE

Samson votes AYE

Ralph votes AYE