

Salisbury Housing Authority

02/10/2022 Minutes

Chaired by Ralph Sweeney

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

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

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

Pledge (5:00pm)

Roll Call

Ralph Sweeney, Samson Racioppi, Shirley Joubert

Moment of reflection

Ralph asked if we lost anyone this month. The board was informed that one tenant passed, and another tenant who is sick.

The board held a moment of silence

Bills

Ralph asked what Breen and Sullivan charges are related to. Kate replied that they are a HVAC company who is dealing with the mini-split systems. A discussion was held regarding the expenditure spent because it seems a little high. The ED stated that this will be discussed later in the meeting during the maintenance report. Ralph also asked about the Marcum & Associates bill and the ED stated that they are the auditors.

Shirley moved to approve the bills. Second by Samson.

Ralph votes AYE

Shirley votes AYE

Samson votes AYE

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Shirley moves to approve January minutes. Samson seconded.

Shirley votes AYE

Samson votes AYE

Ralph votes AYE

Correspondence

The Executive Director presented the year end statement and the certification of the top 5 salaries.

Samson moves to approve the Year End Statement and Top 5 Salary Certification. Second by Shirley.

Shirley votes AYE

Samson votes AYE

Ralph votes AYE

The ED stated that the team has been spending a lot of time assisting people who have been displaced as a result of the Central Ave fire. The ED stated that so far the SHA has housed four individuals and the Ipswich Housing Authority provided a voucher for one family. The ED stated that Junk Junk Baby- a company used by SHA for trash disposal have done an incredible job sourcing and providing furniture for the displaced tenants who lost everything. The ED stated the team will continue to work with the Council on Aging to help the displaced families get permanent housing.

The ED stated the SHA is now ready to close the TD Bank Accounts because the new Salem 5 accounts have been updated with DHCD and HUD. The ED asked the board to vote to approve closing the accounts.

Shirley moves that the board approve closing the TD Bank account. Samson seconded.

Ralph votes AYE

Samson votes AYE

Shirley votes AYE

The ED stated that the HVAC contract bids were due this morning. The ED stated she still needs to vet the responses and asked the board to approve accepting the lowest qualified bid.

Shirley moves that the board authorize the approval of the lowest qualified contractor. Samson seconded.

Ralph votes AYE

Samson votes AYE

Shirley votes AYE.

The ED stated that she had reached out to Dan Oulette regarding the bank account associated with the affordable housing non-profit and will update the board when she gets a response.

Maintenance Report

The MD stated that the decking project is moving along well. He stated that 10 decks on five buildings have been completed and some final punch list items are outstanding. The MD stated that the fire alarm project is moving along very well. The contractor is currently working on building #4 and should be beginning building #5 in a few weeks. The MD stated he is anticipating switching over to the new system in March.

The MD stated the SHA has a few vacancies. One of the vacant units on the list is now occupied by one of the fire victims.

The MD stated that he has been working with Breen & Sullivan and other contractors regarding the ongoing issues with the mini-split units. One of the units failed a couple weeks ago and it was replaced by LG under warranty. The MD stated he is working with LG to investigate and rectify issues with all 80 units.

Public Comment

Wilma McDonald (Selectperson) stated that she wants to publicly thank Kate and staff for doing such a great job in relocating some of the fire victims.

Chuck Takesian (Selectman) stated he is currently working with the Selectboard to find new members for the SHA board.

Adjournment

Shirley moves the board to adjourn. Second by Samson.

Ralph votes AYE

Shirley votes AYE

Samson votes AYE