

Salisbury Housing Authority

07/14/2022 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.

(2) GMVTO officers, (1) tenant.

Kate McGuire - Executive Director (ED)

Moment of reflection

Ralph inquired about whether anyone has passed. Bernie reported that no tenants have passed.

The board held a moment of silence.

Bills

Due to the administrative staff being tied up with the audit the bills report is not ready yet. All members agree on voting to approve the regular and recurring bills.

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

Ralph votes aye

Shirley votes aye

Samson votes aye

June 2022 Minutes

Shirley moves to approve June minutes. Samson seconded.

Shirley votes AYE

Samson votes AYE

Ralph votes AYE

Approval of October 2021 Meeting Minutes

Shirley moves to approve October 2021 minutes. Samson seconded.

Shirley votes AYE

Samson votes AYE

Ralph votes AYE

Correspondence

Statement for the financial period ending May 1 shows that programs are doing strong. SHA has healthy reserves.

MASS NAHRO newsletter is part of correspondence.

Ralph referred to page 16 of the financial statement “analysis of non-routine maintenance” and asked about the money allocated for HVAC. The ED replied that this money was budgeted for the HVAC companies to come out and inspect / repair the split unit systems. The ED reported new issues with two of the units that require expenditures because they are out of warranty. Ralph also asked about the appliances line item – Kate replied this is for replacing fridges and stoves in units during turnovers.

Executive Director Report

The ED stated that DHCD has decided to change the Regional Attorney Program. The ED stated that DHCD had previously funded the salary of a dedicated attorney for housing authorities. The program now allows for a direct reimbursement for legal services. The SHA may only use an attorney from the DHCD procured list.

The ED stated the SHA has an existing relationship with an attorney who is not a part of the program. The ED recommends that we continue utilizing Michele Randazzo for legal advice other than evictions, in which case the SHA will contract with an attorney through DHCD.

The ED stated that DHCD is now requiring all housing authorities to engage in a 'fair housing marketing plan.' This requires housing authorities whose population falls short of the minority population in the region to engage in a marketing campaign. Plan requires approval of the board.

Shirley moves to approve the Fair Housing Plan. Samson seconded.

Shirley votes AYE

Samson votes AYE

Ralph votes AYE

The ED stated that she is very happy to welcome Julie Dillard as the new public housing manager at the SHA. The ED stated there is an open position for Resident Service Coordinator which was Julie's previous position.

The ED stated she is very pleased to announce the reasonable accommodation project is now complete. The ED stated that with a board vote to approve certification of substantial and final completion she will close out the project.

Shirley moves to approve certification of substantial and final completion for the reasonable accommodation project. Samson seconded.

Shirley votes AYE

Samson votes AYE

Ralph votes AYE

Maintenance Report

The ED stated that A1 and B1 are still being worked on as they need a lot of work. C1 is in the process of being finished. B12 is getting a new bathroom so it will be down for a little while as well.

GMVTO Report

Bernie Boylan updated the board on the successful July 4th party. Bernie stated the GMVTO is making the grill available to tenants so long as they return it clean however will not be holding

summer meetings due to lack of turnout. Bernie stated the GMVTO will have an event in September and might also be starting BINGO again depending on whether a 'caller' is available. Complaints about speeding drivers going through a lot. Recommend the board consider speed bumps and / or other measures to slow down traffic. Delivery drivers are going fast through the area.

Kate will work on getting speed bumps installed as part of maintenance (they are easy and relatively inexpensive to purchase and install.)

Public Comment

Constant parking in the fire lane / outside of buildings / circle area for hours and in some instances overnight. This is happening regularly. Kate requests that vehicles are parked in the fire lane to notify police. Kate will also contact the police department and ask if they can assist with enforcement.

Adjournment

Shirley moves the board adjourn; Samson seconded.

Shirley votes AYE

Samson votes AYE

Ralph votes AYE