



John A. Boris, Chairman  
Kimberley Driscoll, Second Vice Chairman  
Maureen Call, Treasurer  
Charity Lezama

**MINUTES OF THE  
SPECIAL MEETING  
WEDNESDAY, MARCH 20, 2019  
4:00 p.m.**

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**I. Called Meeting to Order at 4:04 p.m.**

**II. Roll Call**

Present

Maureen Call  
Kimberley Driscoll  
Charity Lezama  
John A. Boris

Absent

Frank J. Milo

Also Present: Debra Tucker, Acting Executive Director and Anne Cameron

The Chairman thanked all the attendees for coming to the meeting.

**III. Unfinished Business**

Search Committee for Executive Director

The purpose of the Special Board Meeting was to discuss forming a solid search committee so that interested applicants may be interviewed in Executive Session which would allow for their identity to remain confidential. After lengthy discussion between the Board Members, it was agreed as follows:

The Search Committee would be comprised of the following members:

2 Board Members, to wit: Kimberley Driscoll and Charity Lezama

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2 Tenant Members, to wit: Calvin Young, President CSTA and one additional member to be determined. Chairman John Boris stated that any and all tenants interested in being a part of the Search Committee must submit a letter of interest to the SHA within two weeks of the Special Board Meeting. A memorandum will be mailed to all 715 residents to inform them of this opportunity.

2 Members from the Community at Large to wit: an individual from Salem State University and an individual from the Affordable Housing Trust Foundation. Those individuals are to be determined.

The following vote was taken:

Maureen Call moved to form a Search Committee for the Executive Director to be comprised of two (2) Board Members, two (2) Tenant Members and two (2) members of the Community at Large. Kimberley Driscoll seconded the motion and the roll call vote was as follows:

<u>Ayes</u>	<u>Nays</u>
Maureen Call	
Kimberley Driscoll	
Charity Lezama	
John A. Boris	

Approval of Advertisement for Executive Director Prepared by Leo Dauwer, Consultant

The Chairman presented the Advertisement for the Executive Director Search prepared by Leo Dauwer, Consultant and tailored to Salem Housing Authority.

Debra Tucker stated that the Advertisement has to be submitted to the Department of Community Development for review and approval.

Maureen Call moved to approve the Advertisement for the Executive Director Search prepared by Leo Dauwer, Consultant as presented. Charity Lezama seconded the motion and the roll call vote was as follows:

<u>Ayes</u>	<u>Nays</u>
Maureen Call	
Kimberley Driscoll	
Charity Lezama	
John A. Boris	

**IV. Other Business/Late Communications**

Chairman John Boris opened up the meeting to the attendees. The following comments were made:

Calvin Young, President CSTAm 27 Charter Street – Mr. Young said that according to the Consultant Leo Dauwer, he suggested have three (3) tenant members serve on the search committee. Mr. Young said that he would support Ms. Billie McGregor to serve on the search committee.

Tyler Terry, 22 School Street – Mr. Terry said that he would like to see a tenant presence on the search committee.

Liz Vago, 29 Summitt Street – Ms. Vago stated that she works as an Executive Recruiter and said that she feels that engaging someone from Salem State University to serve on the search committee would be a conflict of interest as Salem State University has expressed an interest in taking over Rainbow Terrace. Ms. Vago questioned when the Authority expected to have a new Executive Director in place? Will the Salem Housing Authority due its due diligence?

Sue Kirby, 205 Bridge Street (Morency/Dalton) stated that she echoes Calvin Young's comments and believes that there should be three (3) tenants on the search committee. She stated that she would like to see a seven (7) member Search Committee and that the tenants are a vital part of this search committee. Ms. Kirby questioned what the time line would be. Ms. Kirby stated that the SHA has not met with CSTA and by July 1, 2019 it will be 6 months.

Calvin Young, President CSTA responded to Sue Kirby's comment and that the he just coordinated with Debra Tucker, Acting Executive Director, that the CSTA and the Acting Executive Director will be having monthly meetings the second Monday of each month commencing from 2:30 to 3:30 p.m. commencing April 8, 2019.

Lindsay Mosello, League of Women Voters, Salem, MA stated that it is important to have a tenant presence on board so that they may put forth their thoughts and needs and put forth the qualifications and skillset that they would like to see in a new Executive Director. This is a great time to engage the tenants.

Billie McGregor – 205 Bridge Street stated that she had a letter of interest in serving on the search committee and that she wanted voting rights as well. Ms. McGregor stated that she had the support of Ward 2 City Councilor.

Kathleen Burke, 205 Bridge Street stated that she also thought that having a representative for Salem State University would be a conflict of interest as SSU was interested in the Rainbow Terrace property.

Lorelee Stewart, League of Woman Voters, Salem stated that it is in the best interest for the Salem Housing Authority to dot their i's and cross their t's because if DHCD doesn't approve of the process that was taken to search for an Executive Director then DHCD can deny approval and the SHA which have to start the process again. Ms. Stewart

questioned if the would consider someone who worked 9-5 for search committee. Is there any flexibility?

Cynthia Carr, Derby Street, Salem stated that if there was going to be a five (5) member Search Committee then why wouldn't they have someone who has extensive knowledge of the daily and monthly operations of the Housing Authority as a member of the search Committee. Ms. Carr also stated that she thought it important to have a tenant who lives in family housing serve on the search committee.

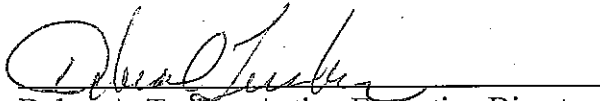
**V. Adjournment**


Kimberley Driscoll moved that the Board adjourn the Special Meeting of March 20, 2019 at 4:45 p.m. Charity Lezama seconded the motion and the vote is as follows:

Ayes  
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Nays  
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Respectfully Submitted,

  
Debra A. Tucker, Acting Executive Director

  
Anne M. Cameron, Executive Secretary