



John A. Boris, Chairman  
Frank J. Milo, Vice Chairman  
Peter K. Strout, Second Vice Chairman  
Maureen Call, Treasurer

Carol A. MacGown, Executive Director

**MINUTES OF THE  
REGULAR MEETING  
WEDNESDAY, AUGUST 9, 2017  
6:00 p.m.**

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**I. Called Meeting to Order @ 6:00 p.m.**

**II. Roll Call**

Present

Maureen Call  
Frank J. Milo  
Peter K. Strout  
John A. Boris

Absent

(Vacant Seat)

Also Present: Carol MacGown and Anne Cameron

**III. Minutes of Previous Meeting(s)**

Peter K. Strout moved to accept the Minutes of the Regular Meeting held on Wednesday, July 12, 2017. Frank J. Milo seconded the motion and the vote was as follows:

Ayes

4

Nays

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**IV. Communications**

- July/August 2017 MassNAHRO Newsletter

**V. Reports of the Committees**

There were no reports of the committees.



## VI. Report of the Executive Director

Carol informed the Board of Directors of the following:

- Debbie Tucker, Randy Comito and the SHA Pesticide Crew attended a seminar at the Peabody Municipal Light Auditorium a few months ago orchestrated by The Massachusetts Asthma Prevention and Control. The Massachusetts Asthma Prevention and Control spoke to the SHA attendees after the seminar about its practices and asked Debbie and Randy if the SHA could be a case study for them in which they would create a brochure illustrating the SHA's best practices. The SHA obliged. The MA Asthma Prevention and Control created a brochure. See Attached brochure.
- 100 Rainbow Terrace – On July 27, 2017 tenant was arrested for possession of 40 grams of cocaine (\$10,000.00 cash). Attorney Casey prepared the necessary paperwork to begin eviction proceedings.
- Governor Baker reduced the funding for housing authority operating subsidy by 1.5 million. It is now \$62,980, 000.00. Subsidy was at \$64,500,000. 00. Members are urged to strongly advocate to preserve level funding of \$64,500,000.00

## VII. Unfinished Business

There was no unfinished business.

## VIII. Recommendations of the Chairman

There were no recommendations of the Chairman.

## IX. Report of the Treasurer

### Bills and Transfers

Maureen Call moved to approve the bills and transfers for the period July 4, 2017 through July 27, 2017 as presented. Peter K. Strout seconded the motion and the **roll call** vote was as follows:

#### Ayes

Maureen Call  
Frank J. Milo  
Peter K. Strout  
John A. Boris

#### Nays

Balance Sheet and Statements of Revenues and Expenses

Balance Sheet and Statements of Revenues and Expenses was handed out at Board Meeting.

Maureen Call moved to accept the Balance Sheet and Statements of Revenues and Expenses prepared by Rick Fenton of Fenton, Ewald & Associates, P.C. for nine (9) months ending June 30, 2017. Peter K. Strout seconded the motion and the **roll call** vote was as follows:

Ayes

Maureen Call  
Frank J. Milo  
Peter K. Strout  
John A. Boris

Nays

**X. New Business**

Quote for Common area Carpet Replacement at the Zisson Building and the Power Building

The Director presented to the Board the Quote for Common area Carpet Replacement at the Zisson Building and the Power Building.

Peter K. Strout moved to approve the lowest, responsive and responsible quote of \$30,444.00 from Continental Flooring Co. for Common Area Carpet Replacement at the Zisson Building and the Power Building and to authorize that Chairman John A. Boris execute the contract for the work. Frank J. Milo seconded the motion and the **roll call** vote was as follows:

Ayes

Maureen Call  
Frank J. Milo  
Peter K. Strout  
John A. Boris

Nays

Quote for Replacement of 2 Boilers and Conversion to Natural Gas at 2 Hathorne Crescent and Replacement of 2 Furnaces at 121 ½ Bridge Street

The Director presented to the Board the Quote for Replacement of 2 Boilers and Conversion to Natural Gas at 2 Hathorne Crescent and Replacement of 2 Furnaces at 121 ½ Bridge Street.

Peter K. Strout moved to approve the lowest, responsive and responsible quote of \$29,800.00 from Byors and Sons Mechanical LLC for the replacement of 2 Boilers and Conversion to Natural Gas at 2 Hathorne Crescent and Replacement of 2 Furnaces at 121 ½ Bridge Street and to authorize that Chairman John A. Boris execute the contract for the work. Frank J. Milo seconded the motion and **roll call** vote was as follows:

Ayes

Nays

Maureen Call  
Frank J. Milo  
Peter K. Strout  
John A. Boris

Bid for DHCD Project 258113 for the Replacement of Roofs at Leefort Terrace (667-1)

The Director presented the Bid for DHCD Project 258113 for the Replacement of Roofs at Leefort Terrace (667-1).

Peter K. Strout moved to approve the second lowest, responsive and responsible bid of \$187,000.00 from W.P.I. Construction, Inc. for DHCD Project 258113 for the Replacement of Roofs at Leefort Terrace (667-1) and to authorize that Chairman John A. Boris execute the contract on behalf of the Salem Housing Authority. Frank J. Milo seconded the motion and the **roll call** vote was as follows:

Ayes

Nays

Maureen Call  
Frank J. Milo  
Peter K. Strout  
John A. Boris

Criminal Offender Record Information (CORI) Policy

The Director presented the Criminal Offender Record Information (CORI) Policy.

Peter K. Strout moved to approve the revised Criminal Offender Record Information (CORI) Policy as presented. Frank J. Milo seconded the motion and the vote was as follows:

Ayes

Nays

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**XI. Other Business/Late Communications**

There was no other business to come before the Board.

**XII. Adjournment**

Peter K. Strout moved that the Board adjourn the Regular Meeting of August 9, 2017 at 6:16 p.m. Frank J. Milo seconded the motion and the vote was as follows:

Ayes  
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Nays  
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Respectfully Submitted,



Carol A. MacGown, Executive Director



Anne M. Cameron, Executive Secretary