



John A. Boris, Chairman
Frank J. Milo, Vice Chairman
Peter K. Strout, Second Vice Chairman
Maureen Call, Treasurer
William E. Luster, Assistant Treasurer
Carol A. MacGown, Executive Director

**MINUTES OF THE
REGULAR MEETING
WEDNESDAY, JANUARY 11, 2017
6:00 p.m.**

I. Called Meeting to Order at 6:00 p.m.

II. Roll Call

Present

Maureen Call
Peter K. Strout
John A. Boris

Absent

Frank J. Milo
William E. Luster

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, December 14, 2016. Maureen Call seconded the motion and the vote was as follows:

Ayes

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Nays

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IV. Communications

- January 2017 Mass NAHRO Newsletter

V. Reports of the Committees

- There were no reports of the Committees

VI. Report of the Executive Director

- The Budget was returned from DHCD. It has been approved.
- The Independent Auditors are on site conducting the audit. They will be here for 3 days.
- Two (2) key staff people are out of the office for 2 weeks.



- All the maintenance men have received new iPhones. Diane Boulay provided training to the men.
- The Capital Improvement Plan was approved by DHCD on January 5, 2017.
- William E. Luster arrived at the meeting at 6:02 p.m.

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 December 9, 2016 through January 5, 2017 as presented. William E. Luster seconded the motion and the **roll call** vote was as follows:

Ayes

Maureen Call
 William E. Luster
 Peter K. Strout
 John A. Boris

Nays

Balance Sheet and Statements of Revenues and Expenses

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 one (1) month ending October 31, 2016. William E. Luster seconded the motion and the **roll call** vote was as follows:

Ayes

Maureen Call
 William E. Luster
 Peter K. Strout
 John A. Boris

Nays

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 two (2)

months ending November 30, 2016. William E. Luster seconded the motion and the **roll call** vote was as follows:

Ayes

Maureen Call
William E. Luster
Peter K. Strout
John A. Boris

Nays

X. New Business

Bid for DHCD Project #258106 ADA Community Room Ramp and Asbestos Removal at Pioneer Terrace (667-4) and Leefort Terrace (667-1)

The Director presented and explained the low bid from Eagle Eyes Contractor Inc. for DHCD Project #258106 ADA Community Room Ramp and Asbestos Removal at Pioneer Terrace (667-4) and Leefort Terrace (667-1).

Peter K. Strout moved to accept the low bid of \$54,500.00 from Eagle Eyes Contractor, Inc. DHCD Project #258106 ADA Community Room Ramp and Asbestos Removal at Pioneer Terrace (667-4) and Leefort Terrace (667-1) and to authorize Chairman John A. Boris to execute the Owner-Contractor Agreement. Maureen Call seconded the motion and the **roll call** vote was as follows:

Ayes

Maureen Call
William E. Luster
Peter K. Strout
John A. Boris

Nays

Legal Services Contract

The Director presented the Agreement for Legal Services between the Salem Housing Authority and the Law Office of Daniel B. Kulak for the period October 1, 2016 through September 30, 2017 to the Board of Directors and informed them that the legal contracts are prepared by DHCD and that all terms and conditions of said contract remain the same as 2015-2016. The legal contract is for a period of One (1) Year.

William E. Luster moved to approve the Agreement for Legal Services between the Salem Housing Authority and the Law Office of Daniel B. Kulak for the period October 1, 2016 through September 30, 2017 for an amount not to exceed \$10,000.00 at an hourly rate of \$160.00 and authorize Chairman John A. Boris to execute said agreement. Peter K. Strout seconded the motion and the **roll call** vote was as follows:

Ayes

Maureen Call
William E. Luster
Peter K. Strout
John A. Boris

Nays

XI. Other Business/Late Communications

Chairman Boris asked if there were any further questions. There were none.

Chairman Boris opened up the floor to the attendees.

Inar Ragnar, 28 Leefort Terrace, Salem, MA.

Mr. Ragnar asked who Daniel Kulak was. Carol said that he was the labor lawyer. Mr. Ragnar also said that there were some orange, iron poles down at Leefort. He asked the Director why they were there. Carol said that she will take a drive by and look at them.

XII. Adjournment

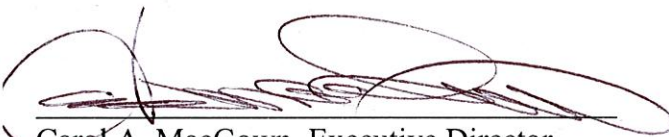
Peter K. Strout moved that the Board adjourn the Regular Meeting of January 11, 2017 at 6:08 p.m. William E. Luster seconded the motion and the vote was as follows:

Ayes

Maureen Call
William E. Luster
Peter K. Strout
John A. Boris

Nays

Respectfully Submitted,



Carol A. MacGown, Executive Director



Anne M. Cameron, Executive Secretary