



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
SPECIAL MEETING
TUESDAY, NOVEMBER 29, 2016
6:00 p.m.**

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

II. Roll Call

Present

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

Absent

William E. Luster

Also Present: Carol MacGown and Anne Cameron

III. New Business

Budget Presentation

Rick Fenton, Certified Public Accountant, from Fenton, Ewald & Associates, P.C. presented in detail the State 4001 and MRVP/DMH budgets for fiscal year ending September 30, 2017. The Salem Housing Authority continues to remain in a healthy, financial position in all of its programs. Mr. Fenton answered all questions inquired by the Board.

Maureen Call moved to approve the **MRVP/DMH** Budget for fiscal year ending September 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



Maureen Call moved to approve the **Program 4001** Budget for fiscal year ending September 30, 2017. Peter K. Strout seconded the motion and the **roll call** vote is as follows:

Ayes

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

Year End Submissions

Nays

Quarterly Operating Statements (Quarter Ending 9/30/16) and Year End Financial Statements (FYE 9/30/16) for Programs 4001 and MRVP

Carol A. MacGown presented the Quarterly Operating Statements (Quarter Ending 9/30/16) and Year End Financial Statements (FYE 9/30/16) for Programs 4001 and MRVP and requested signatures for same. The Director will then forward said documents to DHCD.

Maureen Call moved to accept the Quarterly Operating Statements (Quarter Ending 9/30/16) and Year End Financial Statements for Fiscal Year Ending 9/30/16 for Programs 4001 and MRVP. 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

Appointment of Chief Procurement Officer

Carol MacGown was appointed a Chief Procurement Officer for the Salem Housing Authority. Carol will then delegate authority to Debra Tucker, Assistant Executive Director.

Peter K. Strout moved to approve the appointment of Carol A. MacGown as Chief Procurement Officer. Frank J. Milo seconded the motion and the vote was as follows:

Ayes

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Nays

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IV. Other Business/Late Communications

The Chairman asked if there was any other business. There was none.

V. Adjournment

Peter K. Strout moved to adjourn the Special Meeting held on Tuesday, November 29, 2016 at 6:21 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