



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

Carol A. MacGown, Executive Director

**MINUTES FOR THE  
SNOW REMOVAL COMMITTEE MEETING  
MONDAY, DECEMBER 23, 2013**

A meeting of the Snow Removal Committee was held on Monday, December 23, 2013 at 8:30 a.m. at the office of the Authority, 27 Charter Street, Community Room, Salem, Massachusetts

The meeting was called to order and a **roll call** vote was taken and the following were present:

Present

Frank J. Milo  
Peter K. Strout  
Maureen Call

Absent

None

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Also Present: Carol A. MacGown, Russell Tanzer, Michael Fitzgerald and Anne Cameron, Recording Secretary

Carol A. MacGown thanked everyone for coming to the meeting this morning and said that a meeting was held on November 1, 2013 at 8:30 a.m. with the Chairman, Frank J. Milo Carol A. MacGown, Russ Tanzer and Michael Fitzgerald to discuss snow removal.

Carol A. MacGown stated that she wanted to get clarification on a few things and they are as follows: 1) Salting and Sanding and 2) How long the men will work during each snow storm.

Carol A. MacGown requested that Russell Tanzer and Michael Fitzgerald sit down after each snow storm and discuss what worked, what did not work and what they can do differently to improve snow removal for the next snow storm.

Discussions

The following were discussions between the Snow Committee Board Members, Carol A. MacGown, Russell Tanzer and Michael Fitzgerald:

Calcium Chloride should be used on walkways and stairways. Sand should be used in Parking lots as it is more effective.



Each development should be 100% shoveled and the men should snowblow the development 100% before proceeding to next development on the SHA Snow Removal Plan. Each development should be salted and sanded as well. Each development should be 100% safe before leaving and proceeding to next development.

Maintenance men will stay and work as many hours as is necessary to do the snow removal. The maintenance men may sleep at shop for an hour or 2 if tired and they should bring a change of clothing. Frank Milo and Peter Strout said that the Salem Housing Authority is going to do whatever it takes to remove the snow and if they do not do it then the Salem Housing Authority will have to contract the snow removal work out.

Frank Milo said that he doesn't want any liability to fall on the Salem Housing Authority's shoulders as a result of lack of snow removal and salting and sanding. The Board never says anything about overtime. What ever overtime is necessary for the men to work to remove all of the snow is fine with the Board. If the snow removal is not going to get done and done right, the Board will have to contract it out, however that is not their intentions.

Frank Milo said that he would like to dissolve the Snow Removal Committee Board and have the Maintenance Department remove the snow according to the Board's recommendations and suggestions and according to the Salem Housing Authority's Snow Removal Plan and make all the developments 100% safe for tenants/residents. Safety is first and foremost for the Salem Housing.

#### Adjournment

The meeting adjourned at 9:30 a.m.

Respectfully Submitted,



Carol A. MacGown  
Executive Director



Anne M. Cameron  
Executive Secretary