



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

Carol A. MacGown, Executive Director

**MINUTES FOR THE  
REGULAR MEETING  
WEDNESDAY, MAY 9, 2012  
6:00 p.m.**

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I. Meeting was called to order at 6:00 p.m.

II. Roll Call

Present: Maureen Call, Frank J. Milo and Chairman John A. Boris

Absent: Peter K. Strout

Also Present: Carol A. MacGown, Kathy Burke and Kathleen Wilkinson

III. Acceptance of Minutes of Previous Meeting(s)

Frank J. Milo moved to accept the Minutes of the Regular Meeting held on Wednesday, April 11, 2012, as presented. Maureen Call seconded the motion and the vote was as follows:

Ayes

Maureen Call

Frank J. Milo

John A. Boris

Nays

IV. Communications

- April 2012 Mass NAHRO Newsletter

V. Reports of the Committees

There were no Reports of the Committees.

VI. Report of the Executive Director

HUD Presumptive Score

- Thank you letter sent to Congressman Tierney dated April 18, 2012
- Thank you letter sent to Sandra Henriquez at HUD dated April 19, 2012
- Letter dated April 25, 2012 from HUD reversing score
- Updated Score from HUD dated April 30, 2012



### Tenant Association

- Carol A. MacGown and Chairman John A. Boris updated the Board on a meeting held May 3, 2012 with the Tenant Association President, Kathy Burke and Secretary Lorilee Stewart.
- Notification to Tenants from President of the SHA Tenant Association

### YMCA Update

- Carol A. MacGown updated the Board on the new entryway at 292 Essex Street Carol plans to invite former Board Member, James R. Zisson, to tour the site and will give him the letters of his father's name, and take him to lunch. The Board agreed that this was the right thing to do.
- E-mail from Carol dated April 26, 2012 directing that worker is not allowed on SHA property.

### Other Updates from the Executive Director

- HUD has notified SHA that they are coming on July 11, 2012 to visit the administrative office, the maintenance office and the federal housing properties
- Carol informed the Board that the budget for fiscal year ending September 30, 2012 has been approved.
- Carol reminded the Board that there had been discussion regarding the Board using 1099's versus W2's. After conversation with the accountant and later with the Chairman, it was decided that we would continue using 1099's.
- Carol passed out pictures of a recently vacated unit to show what the maintenance department encounters in some units.

## VII. Unfinished Business

### Ownership of Streets

Chairman John A. Boris and Carol A. MacGown updated the Board regarding their meeting with Mayor Driscoll on April 23, 2012.

Tenant President Kathy Burke was upset that she had not been able to get an answer about getting repairs to crumbling sidewalks at Pioneer Terrace.

It was explained to the Tenant Association President that, as she has seen, this matter has been on the Board agenda for many months now. SHA has done everything possible to resolve the issue of ownership and maintenance of the streets. We are frustrated that this issue is still pending. There is an opinion from the SHA attorney which was sent to the Mayor's Office in 2008. Carol and the Chairman have met with the Mayor and City

Solicitor on several occasions. At the last meeting Mayor Driscoll pointed out that lack of money is the issue and stated that the City would be happy to negotiate an amount of money that the SHA would pay to the City toward maintenance of the streets in question. A meeting will be scheduled with the City Solicitor for further discussion.

#### VIII. Recommendations of the Chairman

- Chairman John A. Boris thanked Frank J. Milo for contacting Congressman John F. Tierney's Office for his help with the recent HUD issue.
- Tenant Association – The Chairman stated that a recent meeting held with the Tenant Association had a few bumps and he had expressed at that time that SHA wants nothing but a good relationship with them.
- Kathy Burke said the only thing I want to say right now is that I truly believe that we are here for one purpose – to have clean, safe and sanitary developments. I was elected as Vice-President and got put into this position which I take very seriously. I am getting lots of feedback on the notice sent out to tenants, some positive and some negative which shall all remain anonymous. I have been an advocate for housing for ten years. I will fight tooth and nail to do what is needed. I am feeling a difference going into the office which may or may not be a good thing.
- Frank J. Milo stated, I was startled by the letter you sent out. These are serious allegations which seem to be to the contrary to what you say you are about.
- Maureen Call stated, I did not get a copy of that letter or other mailings from you.
- Kathleen Wilkinson described a telephone message left for her from Kathy Burke which was nasty in tone and inappropriate. Carol A. MacGown read the transcribed message to the Board and some intense discussion ensued.
- A meeting is scheduled between Carol A. MacGown and the tenant association on Thursday, May 10, 2012.

#### IX. Report of the Treasurer

##### Bills and Transfers

Maureen Call moved to approve the bills and transfers for the period April 5, 2012 through May 2, 2012, as presented. Frank J. Milo seconded the motion and the **roll call** vote was as follows:

Ayes

Maureen Call  
Frank J. Milo  
John A. Boris

Nays

Agency Wide Operating Statement(s)

Maureen Call moved to accept the Balance Sheet and statements of Revenues and Expenses and other supplemental schedules for all programs of the Salem Housing Authority for the six months ending March 31, 2012 submitted by Rick Fenton of Fenton, Ewald & Associates, P.C. Frank J. Milo seconded the motion and the **roll call** vote was as follows:

Ayes

Maureen Call  
Frank J. Milo  
John A. Boris

Nays

X. New Business

Colonial Terrace (667-2) Community Room Brick Envelope Repairs

Frank J. Milo moved to appoint Carol A. MacGown as Contract Officer for the Colonial Terrace (667-2) Community Room Brick Envelope Repairs project and Maureen Call as the Alternate Contract Officer. Maureen Call seconded the motion and the vote was as follows:

Ayes

Maureen Call  
Frank J. Milo  
John A. Boris

Nays

Bertram Terrace (667-1A) and Norton Terrace (667-3B) Exterior Door Replacement

Frank J. Milo moved to appoint Carol A. MacGown as Contract Officer for the Bertram Terrace (667-1A) and Norton Terrace (667-3B) and possibly Bates Terrace (667-3A) Exterior Door Replacement project and Maureen Call as the Alternate Contract Officer. Maureen Call seconded the motion and the vote was as follows:

Ayes

Maureen Call  
Frank J. Milo  
John A. Boris

Nays

Doors, Trim, Stair & Window Replacement Project at Pioneer Terrace (66-7-4)

On April 18, 2012 Carol A. MacGown went before the Designer Selection Committee at the Department of Housing and Community Development. Carol presented the eligible proposals to the committee and lengthy discussion ensued. Upon completion, the committee forwarded a ranked list of their recommendations for selection by the Board of Directors and SHA.

Blackstone Block, ranked #1 was further interviewed by Carol and she now recommends said architect for this project.

Frank J. Milo moved to accept the proposal submitted by Barry Buchinski, President of Blackstone Block Architects for the Doors, Trim, Stair & Window Replacement project at Pioneer Terrace (667-4), pending DHCD approval. Maureen Call seconded the motion and the vote was as follows:

<u>Ayes</u>	<u>Nays</u>
Maureen Call	
Frank J. Milo	
John A. Boris	

XI. Other Business/Late Communications

From the Addendum

DHCD Subsidy Agreement Renewal

Frank J. Milo moved to authorize Carol A. MacGown to execute the renewal of the Department of Housing & Community Development's Subsidy Agreement for the term July 1, 2012 to June 30, 2013 which will enable DHCD to register the Salem Housing Authority in the state accounting system. Maureen Call seconded the motion and the **roll call** vote was as follows:

<u>Ayes</u>	<u>Nays</u>
Maureen Call	
Frank J. Milo	
John A. Boris	

Audit Report for fiscal year ended September 30, 2011

Maureen Call moved to accept the Audit Report and Financial Statements submitted by Hurley, O'Neill & Company, P.C. for fiscal year ended September 30, 2011. Frank J. Milo seconded the motion and the **roll call** vote was as follows:

<u>Ayes</u>	<u>Nays</u>
Maureen Call	
Frank J. Milo	
John A. Boris	

Pioneer Terrace (667-4) Window, Door, Stair and Trim Replacement

Frank J. Milo moved to approve a Contract with Barry Buchinski AIA of Blackstone Block Architects for Designer Services in the amount of \$65,000.00 for Window, Door, Stair and Trim Replacement at Pioneer Terrace (667-4), and to authorize Chairman John A. Boris to execute said contract. Maureen Call seconded the motion and the **roll call** vote was as follows:

Ayes

Maureen Call  
Frank J. Milo  
John A. Boris

Nays

XII. Adjournment into Executive Session


Maureen Call moved that the Board convene into Executive Session at 6:42 p.m. to conduct strategy sessions in preparation for negotiations with non-union personnel and to conduct collective bargaining sessions or contract negotiations with non-union personnel. The Board will not reconvene into Open Session and will adjourn the meeting from Executive Session. Frank J. Milo seconded the motion and the **roll call** vote was as follows:

Ayes

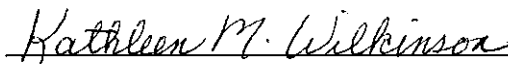
Maureen Call  
Frank J. Milo  
John A. Boris

Nays

Respectfully Submitted,



Carol A. MacGown Executive Director

  
Kathleen M. Wilkinson, Executive Secretary