



SALEM HOUSING AUTHORITY REPAYMENT AGREEMENT POLICY

Family Debts to the Salem Housing Authority

It is the policy of the Salem Housing Authority that we will not provide Rental Assistance or Public Housing to a family who has an indebtedness to the Salem Housing Authority until either the balance is paid in full or a Repayment Agreement has been executed.

Any amount due to the Salem Housing Authority by a Public Housing tenant or Section 8 participant must be repaid. If the family is unable to repay the debt within thirty (30) days, the Salem Housing Authority will offer to enter into a repayment agreement in accordance with this repayment policy.

Repayment Agreement Guidelines

Monthly payment amount will be established after review of all relevant family income information. The tenant will remain in good standing with the Salem Housing Authority as long as all payments are received in a prompt timely manner.

The maximum time period for a repayment agreement will not extend beyond twelve (12) months. In unusual circumstances the agreement may be extended to twenty-four (24) months or longer with the approval of the Executive Director.

Execution of the Agreement

The head of household must sign the repayment agreement.

Payments

All payments are due by the close of business on the 21st day of the month. If the 21st does not fall on a business day, the due date is the close of business on the first business day after the 21st. Payments may only be made by money order or checks.

Repayment Agreement will be in default when one (1) payment is delinquent. When the Repayment Agreement is in default, the family will be terminated unless the Salem Housing Authority receives the balance of the Repayment Agreement in full by the 21st

day of the following month. If payment is not received in full, the Salem Housing Authority will pursue further legal remedy for the remaining unpaid balance.

The Salem Housing Authority will not enter into more than one repayment agreement with any family. Any new debt must be paid in full with the exception of a repayment agreement that is no fault of the tenant or participant.

Adopted by the SHA Board of Directors: 06/09/10



John A. Boris, Chairman
Peter K. Strout, Vice Chairman
Frank J. Milo, Second Vice Chairman
James R. Zisson, Treasurer

Carol A. MacGown, Executive Director

EXTRACT FROM THE MINUTES OF THE
REGULAR MEETING OF THE BOARD MEMBERS OF THE
SALEM HOUSING AUTHORITY HELD ON
WEDNESDAY, JUNE 9, 2010

The BOARD MEMBERS of the SALEM HOUSING AUTHORITY met in a REGULAR MEETING at the office of the Authority, 27 Charter Street in the City of Salem, Massachusetts on WEDNESDAY, JUNE 9, 2010, the place, hour, and date duly established for the holding of such meeting.

The meeting was called to order at 6:03 p.m. by John A. Boris, Chairman and upon a roll call, the following answered present:

Present

John A. Boris
Peter K. Strout
James R. Zisson

Absent

Frank J. Milo

Also Present: Carol A. MacGown and Kathleen Wilkinson

The Chairman declared a quorum present.

RESOLUTION

The following resolution was introduced by John A. Boris, Chairman, read in full, and considered:

Peter K. Strout moved to adopt the amended Repayment Agreement Policy, as presented, and authorized Carol A. MacGown to implement said amended Repayment Agreement Policy.

James R. Zisson seconded the motion and the vote was as follows:

Ayes

John A. Boris
Peter K. Strout
James R. Zisson

Nays

The Chairman thereupon declared the motion carried and said resolution adopted.

