



Smoke-Free Housing Policy

The Salem Housing Authority's Smoke-Free Housing Policy ("Policy") has been created based upon the overwhelming evidence that the implementation of this Policy will improve the health and safety of both its tenants and employees. A survey of our tenants completed in the spring of 2014 shows that the majority are in favor of smoke-free housing.

This Policy aims to:

- Protect the health of tenants from second hand smoke
There is evidence that exposure to smoke, direct or second-hand, causes adverse health conditions, including, but not limited to, respiratory illnesses, cardiovascular disease, stroke, coronary heart disease, cancer, and asthma.
- Prevent fires and fire-related deaths from smoking
Smoking is the primary cause of home fire deaths.
- Reduce unit turnover costs
The extent of the work required in renovating an apartment for re-occupancy is much greater in a unit which was occupied by smokers than one which was occupied by nonsmokers.
- Protect property from damage
Smoke-free housing will help protect property from fires, odor or stain damage.

Implementation

Implementation of this Policy will begin on April 1, 2015 and amended to be effective April 1, 2016 smoking is prohibited on all Salem Housing Authority properties. This includes individual apartments and common areas, such as entry areas, community rooms, bathrooms, hallways, lobbies, laundry rooms, office spaces, etc.

This Policy applies to anyone on any of the Salem Housing Authority's properties including: tenants, guests, visitors, employees, home health aides, visiting nurses, contractors, etc.

Tenants are responsible for informing their guests and visitors of this Policy. The Salem Housing Authority will post notice in all buildings and will inform all others referenced above.

Tenants who do smoke are reminded that smoking cessation costs are considered a deductible medical expense. Tips and resources for quitting smoking are available at the Salem Housing Authority's main office.

We request that if a tenant or his/her guest must smoke, that he/she do so outside on a sidewalk or other area that is at least 25 feet from any door or window in order to avoid smoke drifting or lingering. We also request that you safely dispose of all smoking materials i.e. cigarette butts and matches.

Complaints and Resolution

Failure by any Salem Housing Authority tenant to abide by the Smoke-Free Housing Policy will be considered a violation of his/her lease and he/she will be subject to lease enforcement, up to and including termination of his/her lease.

NON-SMOKING LEASE ADDENDUM

This Addendum is incorporated into the Lease between Salem Housing Authority (LHA) and Tenant _____ of _____.

1. Purpose of Non-Smoking Policy. The LHA desires to mitigate (i) the irritation and negative health effects of secondhand smoke; (ii) the increased maintenance, cleaning and redecorating costs from smoking; and (iii) the increased risk of fire from smoking.

2. Definition of Smoking. The term "smoking" means inhaling, exhaling, breathing, or carrying or possessing any lighted cigarette, cigar, pipe or other tobacco product or other lighted product in any manner or in any form.

3. Non-Smoking Area. Tenant agrees and acknowledges that the premises to be occupied by Tenant and members of Tenant's household, and any interior common areas including but not limited to community rooms, community bathrooms, lobbies, reception areas, hallways, laundry rooms, stairways, office and elevator, and including entry ways, porches, balconies and patios have been designated as a Non-Smoking living environment. Tenant and members of Tenant's household shall not smoke anywhere in said Non-Smoking living environment, including in the unit rented by Tenant, the building where Tenant's dwelling is located, or in any of the common areas or adjoining grounds of such building including the steps, patios or yards, nor shall Tenant permit any guests or visitors under the control of Tenant to smoke in said Non-Smoking living environment.

4. Outdoor Designated Smoking Area. On a sidewalk or other area that is at least 25 feet from any door or window. The designated smoking area may be changed, moved, or eliminated altogether at any time (without a change in the lease or rules) at the discretion of the LHA, which may result in no smoking anywhere on the property.

5. Tenant to Promote Non-Smoking Policy and to Alert LHA of Violations. Tenant shall inform Tenant's guests of the non-smoking policy. Further, Tenant shall promptly give the LHA a written statement of any incident where tobacco smoke is migrating into the Tenant's unit from sources outside of the Tenant's unit.

6. LHA to Promote Non-Smoking Policy. The LHA shall post no-smoking signs at entrances and exits, in common areas, and in conspicuous places adjoining the grounds of the Non-Smoking Area.

7. LHA Not a Guarantor of Smoke-Free Environment. Tenant acknowledges that LHA's adoption of a non-smoking living environment does not make the LHA or any of its managing agents the guarantor of Tenant's health or of the non-smoking condition of the Tenant's unit and the common areas. However, LHA shall take reasonable steps to enforce the non-smoking terms of its leases and to make the Non-Smoking Area as smoke-free as is reasonably possible. LHA is not required to take steps in response to smoking unless LHA knows of said smoking or has been given written notice of said smoking.

8. Effect of Breach and Right To Terminate Lease. A breach of this Lease Addendum shall give each party all the rights contained herein, as well as the rights contained in the Lease. A material or continuing breach of this Addendum shall be a material breach of the Lease and grounds for termination of the Lease by the LHA in accordance with the procedures set out in the Lease.



Política de Vivienda Libre de Humo

La Política de Vivienda Libre de Humo de las Autoridades de la Vivienda de Salem ("Política") ha sido creada basada en la abrumadora evidencia de que la puesta en práctica de esta Política mejorará la salud y seguridad de ambos, sus arrendatarios y sus empleados. Una encuesta de nuestros arrendatarios terminada en la primavera de 2014 muestra que la mayoría está a favor de la vivienda libre de humo.

La Política está dirigida a:

- Proteger la salud de los arrendatarios del humo de terceros
Existe evidencia de que la exposición al humo, de forma directa o por terceros, causa condiciones de salud adversas, incluyendo, pero sin limitarse a, enfermedades respiratorias, enfermedad cardiovascular, derrame cerebral, enfermedad coronaria del corazón, cáncer y asma.
- Prevenir los incendios y las muertes relacionadas con estos por fumar
Fumar es la principal causa de muertes por incendios en el hogar.
- Reducir los costos por facturación de la vivienda
El alcance del trabajo necesario para renovar un apartamento para re ocuparlo es mucho mayor en una vivienda que fue ocupada por fumadores que la de una que fue ocupada por no fumadores.
- Proteger la propiedad de daños
La vivienda libre de humo ayudará a proteger la propiedad de incendios, daños por olor y manchas.

Puesta en Práctica

La puesta en práctica de esta Política comenzará el **1^{ro} de abril de 2015** y modificado para ser efectivo el 1^{ro} de Abril, 2016 está prohibido fumar en todas las propiedades de la Autoridad de la Vivienda de Salem. Esto incluye apartamentos individuales y áreas comunes, tales como áreas de entrada, habitaciones comunitarias, baños, pasillos, vestíbulos, espacios para oficinas, etc.

Esta Política aplica para cualquiera o cualquiera de las propiedades de la Autoridad de la Vivienda de Salem, incluyendo: arrendatarios, huéspedes, visitantes, empleados, funcionarios de salud del hogar, enfermeras de visita, contratistas, etc.

Los arrendatarios son responsables de informarles a sus huéspedes y visitantes de esta Política. La Autoridad de la Vivienda de Salem pondrá avisos en todos los inmuebles e informará a todos los referidos arriba.

A los arrendatarios que fuman se les recuerda que los costos del cese de fumar se consideran un gasto médico deducible. Los consejos y recursos para dejar de fumar están disponibles en la oficina principal de la Autoridad de la Vivienda de Salem.

Rogamos que si un arrendatario o su huésped tienen que fumar, que él/ella lo haga fuera en una acera u otra área que esté por lo menos a 25 pies de cualquier puerta o ventana para evitar que el humo se esparza o perdure. Además le pedimos que se deshaga de forma segura de todos los materiales de fumadores como decir colillas y fósforos.



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

EXTRACT FROM THE MINUTES OF THE
REGULAR MEETING OF THE BOARD MEMBERS OF THE
SALEM HOUSING AUTHORITY HELD ON
WEDNESDAY, MARCH 9, 2016 AT 6:00 P.M.

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, MARCH 9, 2016 at 6:00 P.M., the place, hour, and date duly established for the holding of such meeting.

The meeting was called to order at 6:00 p.m. by John A. Boris, Chairman and upon a roll call, the following answered present:

Present

Absent

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

Also Present: Carol A. MacGown and Anne M. Cameron

The Chairman declared a quorum present.

MOTION

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

Peter K. Strout moved to approve the Smoke-Free Housing Policy as amended and presented. Maureen Call seconded the Motion and the vote was as follows:

Ayes
5

Nays
0

The Chairman thereupon declared the motion carried.





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

EXTRACT FROM THE MINUTES OF THE
REGULAR MEETING OF THE BOARD MEMBERS OF THE
SALEM HOUSING AUTHORITY HELD ON
WEDNESDAY, FEBRUARY 11, 2015 AT 6:00 P.M.

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, FEBRUARY 11, 2015 at 6:00 P.M., the place, hour, and date duly established for the holding of such meeting.

The meeting was called to order at 6:07 p.m. immediately followed by the Annual Meeting by John A. Boris, Chairman and upon a roll call, the following answered present:

Present

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

Absent

William E. Luster

Also Present: Carol A. MacGown and Anne M. Cameron

The Chairman declared a quorum present.

MOTION

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

Peter K. Strout moved to approve the Smoke-Free Housing Policy as presented. 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

The Chairman thereupon declared the motion carried.

