



John A. Boris, Chairman
Kimberley Driscoll, Vice Chair
Charity Lezama, Treasurer
Benjamin Shallop, Assistant Treasurer
Sue Kirby, Second Vice Chair
and Tenant Representative

Cathy Hoog, Executive Director

**MINUTES FOR THE
REGULAR MEETING
WEDNESDAY, APRIL 13, 2022
6:00 p.m.**

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

II. Roll Call

Present

Benjamin Shallop
Charity Lezama
John A. Boris

Absent

Kimberley Driscoll
(Vacant Seat)

Also Present: Cathy Hoog, Executive Director, Debra Tucker, Assistant Executive Director, Gary Dean, Maintenance Director, Anne Cameron, Executive Assistant, Jacqueline Guzman, Director of Leased Housing and Maureen Thomas, Director of Public Housing

III. Minutes of Previous Meeting(s)

Minutes of the Special Meeting held on Wednesday, March 23, 2022 will be presented at the Regular Board Meeting to be held on May 11, 2022.

IV. Tenant/Public Engagement

- Shannon Bailey – Leefort Terrace – President of the Leefort Tenants' Organization

Commented as follows:

I am really bothered and upset about the Eviction Notice that Don Rivard received relative to an incident that occurred at Charter Street . I only heard his side of the story and he is terrified and afraid. Mr. Rivard has not committed a crime yet is not entitled to a grievance hearing or arbitration. I am really upset that a disabled veteran is being treated this way. It sounds like a "he said she said". I am pissed and very upset. I'm done.

Cathy Hoog – The details are private. I can answer general questions regarding lease violations. This is a personal case.



Shannon Bailey – I know this; however, it does not give specifics and he has not been arrested or accused of a crime.

Cathy Hoog – Thank you Shannon.

Sue Kirby – Good Evening. My address is 205 Bridge Street and I am the President of the Morency Manor Tenants Association. I am pretty upset myself. This is rough for Don as a president of a local LTO to be threatened with eviction notice being an elderly disabled tenant. It seems coincidence that he was served an eviction notice 2 days after he sent the Charter Street Petition relative to pest management in the building. The housing authority should be softer in the way they treat a human being that is an elderly, disabled veteran.

Cathy Hoog – Thank you for your comments.

Gene Collins – Good evening, everyone. I was not privy to that information about Don. The housing authority has different processes for different grievance procedures. You are using some other type of procedure and jurisdiction.

I am glad Marblehead Housing Authority is doing well because Salem is not.

Cathy Hoog – There is a procedure that the Housing Authority must follow. There are state and federal regulations which uphold the lease enforcement. Any tenant or resident which violates the lease, the housing authority must enforce it and follow the regulations pertaining to the individual's lease violation. The Housing Authority must treat all tenants and residents according to the state and federal regulations. The housing authority must comply with those regulations. For example, if a lease violation is criminal in nature, that individual according to the State and Federal Regulations is not entitled to a Grievance Hearing.

Further discussion ensued amongst Cathy Hoog and the Board of Directors.

Lorilee Stewart – 7 Barnes Road, Salem, MA – Commented as follows. I am very disappointed and would like to echo Shannon Bailey. The Salem Housing Authority has a history of retaliation issues. Don Rivard has a right to legal counsel You are not supposed to talk about the crime, however you mentioned it above.

Cathy Hoog – I gave an example of a crime above.

Lorilee Stewart – being served a 30-day notice of eviction does not look good for the housing authority.

Cathy Hoog – Thank you Lorilee.

V. Communications

- Updated Waitlist
- SHA Department Reports (Move In, Move Out, State and Federal, Modernization Report, Voucher Report, Resident Service Coordinator Reports and Completed Work Orders for Month of March 31. 2022)
- Correspondence from Scott Knox, Executive Director of Root dated March 22, 2022 re: ECCF Grant.

VI. Reports of the Committees

There are no reports of the Committees.

VII. Report of the Executive Director

- See attached report of the Executive Director
Cathy spoke and gave the Board of Directors some details about the PEHO II Grant and the CPA Application in the amount of \$200,000.00 for Leefort Terrace to show local support by the City of Salem.

VIII. Unfinished Business

- Salem Housing Authority – By Laws
This matter was tabled until the Regular Meeting to be held in June since all the Board Members were not present.
- Charter Street Pest Treatment
Cathy informed the Board of Directors that she would like to table this until the Regular Meeting in May as the Authority is having A-1 Exterminators come and perform more treatments at Charter Street and once that is completed Gary Dean can then compile all the information and present it to you at the May meeting.

IX. Recommendations of the Chairman

There were no recommendations of the Chair.

X. Report of the Treasurer

Bills and Transfers

Cathy Hoog presented the Bills and Transfers to the Board. Cathy explained to the Board the \$1,500,000.00 insurance payment to Hays Insurance.

John Boris moved to approve the bills and transfers for the period March 1, 2022 through March 31, 2022 as presented. Charity Lezama seconded the motion and the **roll call** vote was as follows:

Ayes

Benjamin Shallop
Charity Lezama
John A. Boris

Nays

Balance Sheet and Statements of Revenues and Expenses

Cathy Hoog presented the Balance Sheet and Statements of Revenue and Expenses to the Board.

John Boris moved to accept the Balance Sheet and Statements of Revenues and Expenses prepared by Fenton, Ewald & Associates, P.C. for five (5) months ending February 28, 2022. Charity Lezama seconded the motion and the **roll call** vote was as follows:

Ayes

Benjamin Shallop
Charity Lezama
John A. Boris

Nays

XI. New Business

Collection of Losses – Quarterly Write Offs through March 31, 2022 for State Developments 667

Cathy Hoog presented to the Board the Collection of Losses – Quarterly Write Offs through March 31, 2022 for State Developments 667.

Charity Lezama moved to approve the write offs through March 31, 2021 for State Development 667 in the amount of \$295 in accordance with Public Housing Notice 2017-17. Benjamin Shallop seconded the motion and the **roll call** vote is as follows:

Ayes

Benjamin Shallop
Charity Lezama
John A. Boris

Nays

Payment Standard – Effective May 1, 2022 and the Fair Market Rents revised by HUD effective April 11, 2022 for the Boston, Cambridge, Quincy, MA-NH HUD Metro FMR Area

Cathy Hoog, Executive Director, presented the 2022 Payment Standards effective May 1, 2022 and the Fair Market Rents revised by HUD effective April 11, 2022 for the Boston,

Cambridge, Quincy, MA-NH HUD Metro FMR Area and explained to the Board as to how the Payment Standards and Fair Market Rents are determined.

Charity Lezama moved to approve the following 2022 Payment Standards, as submitted, effective May 1, 2022:

0 Bedroom:	\$1,803.00
1 Bedroom:	\$1,986.00
2 Bedroom:	\$2,399.00
3 Bedroom:	\$2,966.00
4 Bedroom:	\$3,253.00

Benjamin Shallop seconded the motion, and the **roll call** vote was as follows:

Ayes

Nays

Benjamin Shallop
Charity Lezama
John A. Boris

Charity Lezama moved to approve the following 2022 Fair Market Rents, as submitted, effective April 11, 2022:

0 Bedroom:	\$1,803.00
1 Bedroom:	\$1,986.00
2 Bedroom:	\$2,399.00
3 Bedroom:	\$2,966.00
4 Bedroom:	\$3,253.00

Benjamin Shallop seconded the motion, and the **roll call** vote was as follows:

Ayes

Nays

Benjamin Shallop
Charity Lezama
John A. Boris

New Hire – Plumber/ Maintenance Laborer 1

There were three (3) candidates selected to be interviewed for the open position of Plumber Maintenance Laborer 1. Cathy Hoog, Executive Director and Gary Dean, Director of Maintenance interviewed the candidates. Cathy presented Gaetano Fodera to the Board of Directors. Gaetano “Guy” had great experience and great references. We scheduled Guy to be interviewed by the LTO’s but they were unable to make it at the time we schedule.

Benjamin Shallop moved to make a conditional offer of employment to Gaetano Fodera with a six (6) month probationary period for a full-time position as a Plumber/ Maintenance Laborer 1 at an hourly rate of \$47.32 per hour with a start date TBD.

Employment is also conditioned upon receipt of a passed SHA paid physical examination including drug test and a favorable Criminal Offense Record Information (CORI) check. Charity Lezama seconded the motion, and the **roll call** vote was as follows:

Ayes

Benjamin Shallop
Charity Lezama
John A. Boris

Nays

XII. Other Business/Late Communications

Benjamin Shallop – I would like to discuss the bill going into legislature for statewide tenant right to legal counsel and to discuss signing on in support of said bill at the regular meeting in May.

Cathy Hoog – Yes, we will make a point to add this to the agenda under unfinished business.

XIII. Adjournment

Charity Lezama moved that the Board adjourn the Regular Meeting held on Wednesday, April 13, 2022 at 6:30 p.m. Benjamin Shallop seconded the motion and the **roll call** vote was as follows:

Ayes

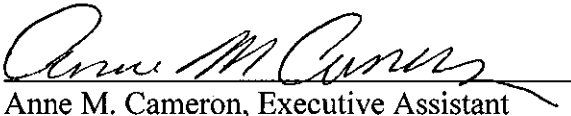
Benjamin Shallop
Charity Lezama
John A. Boris

Nays

Respectfully Submitted,



Cathy Hoog, Executive Director



Anne M. Cameron, Executive Assistant