



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 OF THE
REGULAR MEETING
WEDNESDAY, MAY 11, 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
Veronica Faustino

Absent

Kimberley Driscoll (arrived at 6:04
p.m.)

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

III. Minutes of Previous Meeting(s)

John Boris moved to accept the Minutes of the Special Meeting held on Wednesday, March 23, 2022. Benjamin Shallop seconded the motion and the roll call vote was as follows:

Ayes

Benjamin Shallop
Kimberley Driscoll
Charity Lezama
John A. Boris

Nays

Veronica Faustino

John A. Boris moved to accept the Minutes of the Regular Meeting held on Wednesday, April 13, 2022. Benjamin Shallop seconded the motion and the roll call vote was as follows:

Ayes

Benjamin Shallop
Kimberley Driscoll

Nays

Veronica Faustino



Charity Lezama
John A. Boris

IV. Tenant/Public Engagement

Don Rivard – 27 Charter Street, #601, Salem – President of the Charter Street Tenant Association

First, I want to thank my fellow LTO colleagues for their generous and kind words at the last commissioners' meeting. Thank you.

Second, I just want to remind you that we put forward to you a petition back in February to have a conversation about the cockroach situation. I see you have here on your agenda. I would like to have a conversation about that this evening.

Charity Lezama: Thank you Don.

V. Communications

- March/April 2022 Mass NAHRO Newsletter
- Updated Waitlist
- SHA Department Reports (Move In, Move Out, State and Federal, Modernization Report, Voucher Report, Resident Service Coordinator Reports

Cathy Hoog – Veronica, I apologize. We did not get your packet out sooner. Normally it would be issued the Friday before the Board Meeting. Unfortunately, we did not get word of your formal appointment. We got word a little late. Apologies. Normally, you will get that much sooner.

Veronica Faustino – Thank you. I did have a chance to go through it all so, thanks.

Charity Lezama – I wanted to recognize the continued updates on the cockroach situation. I also want to recognize the work of the Resident Service Coordinators. Looking at the number of people she is serving and the work that they are doing. It is reflective of the importance of that position. I wanted to call those things out. Thank you.

Cathy Hoog – Thank you for acknowledging that. They are valuable positions. I wish we could have them full time but we are grateful to have to part-time Service Coordinators. The folks in our developments absolutely benefit. I second that, thank you.

Charity Lezama – Any other questions on the communications?

Kimberley Driscoll – Charity, would you like to give a quick update on the Pest Management situation since we had a tenant request an update on that or Gary you could do that. That might be better. Sorry, Charity.

Cathy Hoog - There is a lot of information there but we anticipated some questions. Go ahead Gary if you want to chat about that.

Gary Dean – There is quite a bit of information there. We initially went in in August to treat some of the units. Part of the report that you see there is every unit we went into and a brief description of what we saw. The other report that is included in your packet is a report from A-1 Exterminators. They came in on 4-15-22. I did a quick summation of the findings we had in August 2021 vs. the findings we had in April 2022. As you can see, as far as the serious activity, we are down to six units that have serious activity and about twelve units that have had minimal activity in that past 3 months. A lot of the issues we are still having are issues in the Units in question and common areas in question. There are other food sources other than the bait that we are laying. That continues to be a challenge. It was great that we had A-1 come in because they are a great company. We deal with them in other areas. They come in and just go through the building like they would for any other building. For them to find the issue that they did and that the issues were minimal compared to what we found in August 2021 makes us feel good about the direction that we are going in. There is still work to do. Cathy and I have been working on the presentation to help educate people to help identify the issue and help us better identify the issues. If you have any questions on the data, feel free to let me know. I tried to give it a nice summation if there were questions, I could answer them.

VI. Reports of the Committees

There are no reports of the Committees.

VII. Report of the Executive Director

- There was no report of the Executive Director for May 2022 attached.

Cathy Hoog – There is no Executive Director Report in your package this month. I will have to send that to you all under separate cover. Apologies on that. I am running a little late. It has been a relatively busy month. We are pulling through the list like wild fire and offering units as much as humanly possible. We have started our Annual Plan Process and our Capital Improvement Plan process. Thank you to all the LTOs that called in and participated. They do so much work reaching out to all the residents at all our developments and gathering feedback, suggestions, ideas, and input. It really helps us tremendously in our planning. We are really excited about that.

We just received notice this week that we got our additional ARPA that we fought so hard for is coming down the pike. They finally figured out how they are going to distribute that amongst the Housing Authorities across the state. Salem will be getting an extra formula funding award to add to add to our regular annual formula funding award. It is like a double award this year.

Charity Lezama – It was a substantial number, right?

Cathy Hoog – The annual amount is around \$650,000.00. Debbie, is that right? Yes, so we get another \$650,000.00 to put towards our Capital Improvement Projects. There Is a tremendous amount of work that needs to be done. We are really excited about that and to be able to spread some of those funds out. There are also some additional opportunities for us to get electrical systems upgraded through some specific pools of funding. We have completed all the documentation that we needed for t We have submitted everything we needed for possibly some additional funding for some elevator work. So, on top of the ARPA money awe are going to be able to upgrade some electrical systems and do some much needed elevator work. It is exciting and we are looking forward to moving all of that along and spending all that money.

VIII. Unfinished Business

- Salem Housing Authority – By-Laws

Cathy Hoog: If you will remember Board Members, we tabled the By-Laws because one or two of the Board Members were absent. I think the only thing outstanding on that is if any Board Members wanted to make any changes to the By-Laws. We bring them up annually and then you have 30 days to review them and then we put it back on the agenda in case any board members wants to make changes or suggestions. That is why it is lingering on under Unfinished Business.

Charity Lezama – Does anyone have any comments or questions on the By-Laws? Otherwise, we can leave them the way they are.

Benjamin Shallop – Have we reviewed pronouns and everything like that? I mentioned this last year.

Charity Lezama – So you are asking: have we reviewed it?

Benjamin Shallop – I brought it up last year. I know I brough it up.

Cathy Hoog – I know you brought it up with reference to the collective bargaining agreement. You did with that document. I am not entirely sure that we went through this closely for the By-Laws.

Charity Lezama – Ben, if you want to review the By-Laws prior to the next Board meeting and hi-light any changes you may want.

Benjamin Shallop – The only thing that would need to be updated would be any gender related items. I do not have any substantive language about it.

Veronica Faustino- So this is something that cannot be worked on through the year. Would we have to wait until next year to make any changes.

Charity Lezama – No, I do not think so.

Cathy Hoog – No. the Annual Meeting is established as an opportunity to review the By-Laws and vote for positions on the Board such as Chair, Vice Chair, Treasurer. Any issue relative to the By-Laws can be addressed at any time the Board wishes. It is just a place holder to have an annual meeting to address those items. If something needed attention or a Board Member felt that something should be considered it is entirely appropriate to bring it up at any point.

Veronica Faustino – Ok, thank you.

Charity Lezama – I think the By-laws should be reviewed in the next few weeks and if there is something that you want to address if you could get that to Cathy and we will address it at the next monthly meeting. I do not have anything in my radar that I want to change. Does that make sense to everyone?

Benjamin Shallop – Yes, that is fine.

John Boris – Yes.

- Bill in Legislature for Statewide Tenant Right to Legal Counsel (HB 1436)

Charity Lezama – Cathy do you want to discuss the Bill in Legislature?

Cathy Hoog - Last month, it was member of the public had mentioned a bill in legislature for statewide tenant right to legal counsel and one of the Board Members had asked it to be put on the agenda this month. It may have been Ben so we did get some information on this bill and included it in your package. If anyone would like to discuss this further, we have an opportunity to do so. It sounds like an excellent idea. It provides opportunity statewide for folks to provoke housing stability and prevent eviction. A legal program that provides legal counsel at no cost to folks that may be at risk who qualify for the program. The information that we included in the package goes into more detail about the bill and the different components that they are proposing as part of the Bill. If anyone would like to discuss this further, I am happy to. Looks like a great program.

Benjamin Shallop – After reading it, I was in support of it. They are looking to partner with local organizations to provide that. That is something that can be worked on later. I like it and I like all the organizations who are on board with it. If there is something we can do to support it. I would like to consider that.

Cathy Hoog – I think as always if we reach out to our legislators and let them know how we feel about it and let them know that we support them and ask them to vote for it. That is a great start for sure. There is a Pilot Program for the North Shore Region called Renew Collaborative and

they are working with DHCD and I do not think it has anything to do with this bill per say but it along the same lines. They have asked a few housing authorities on the North Shore to participate in and it provides legal services and eviction diversion services to residents in the area. We are going to be meeting with them next week and I will provide you all with an update with what this program is about and how they are going to roll it out at the next board meeting. I do not have a whole lot of information now but that is why they set up a meeting so that we can learn more about it. I am assuming that this was an ARPA funded program but they really have not specified that at this point. I will keep you all posted as to what I learn about that too.

Benjamin Shallop – okay, I would be interested in hearing about this. Is that who we would partner with as a housing authority?

Cathy Hoog – No, it seems like it is going to be a pilot program run for housing authorities on the North Shore. Once I get all the details, I will share it with you all.

We do have a question from a member of the public asking the Board if they would vote to support the bill that we just mentioned.

Benjamin Shallop – I would certainly vote to support the Bill. I am not sure what that would mean.

Kimberley Driscoll – We can certainly offer a resolution to support the Bill if most of us feel it is something we want to put out weight behind as a housing authority to indicate that this is a certain component when you are servicing individuals who are tenants or other tenants in our community. I should also point out the city did set up a Housing Stability Office. You are not hiring an attorney but you are getting assistance with evictions and summary process and things like that and they have been busy.

I would certainly be supportive of it. It looks like we could be on a list of supporters. If there is a way to do something between now and our next meeting and put a formal vote on next month's agenda then put it on. If everyone is comfortable with that. It will give folks an opportunity to research that if you are not that familiar with it.

Charity Lezama – That makes sense to me.

Cathy Hoog – I will make sure that it gets on the agenda.

Just a side note, the housing authority was asked to present during the hours of the new City Program that you just mentioned. As soon as we pin down a date, we will be doing at least one presentation, if not more to help people understand the process of applying for housing and the programs that are available for people that are interested. We are excited to partner up and do that.

Kimberley Driscoll – Fantastic!

Charity Lezama – Does anyone know the timeline of that Bill? Would our next meeting be too late to sign on and support it?

Kimberley Driscoll – I do not know.

Charity Lezama – Certainly, this is something that we can all do individually and identify ourselves as Board Members. Let us move forward in putting this on the agenda for the next meeting.

IX. Recommendations of the Chairman

There were no recommendations of the Chair.

X. Report of the Treasurer

Bills and Transfers

Kimberley Driscoll moved to approve the bills and transfers for the period April 1, 2022 through April 30, 2022 as presented. Benjamin Shallop seconded the motion and the **roll call** vote was as follows:

Ayes

Benjamin Shallop
Kimberley Driscoll
Charity Lezama
John A. Boris
Veronica Faustino

Nays

Balance Sheet and Statements of Revenues and Expenses

John A. Boris moved to accept the Balance Sheet and Statements of Revenues and Expenses prepared by Fenton, Ewald & Associates, P.C. for four (6) months ending March 31, 2022. Benjamin Shallop seconded the motion and the **roll call** vote was as follows:

Ayes

Benjamin Shallop
Kimberley Driscoll
Charity Lezama
John A. Boris
Veronica Faustino

Nays

XI. New Business

There was no new business.

XII. Other Business/Late Communications

There was no other business or late communications.

XIII. Adjournment

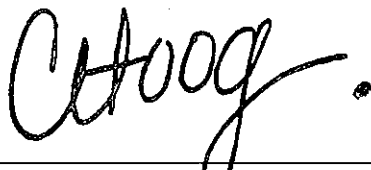
Benjamin Shallop moved that the Board adjourn the Regular Meeting of May 11, 2022 p.m. Kimberley Driscoll seconded the motion and the vote was as follows:

Ayes

Benjamin Shallop
Kimberley Driscoll
Charity Lezama
John A. Boris
Veronica Faustino

Nays

Respectfully Submitted,



Cathy Hoog, Executive Director



Anne M. Cameron, Executive Assistant