



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

Cathy Hoog, Executive Director

**MINUTES OF THE
REGULAR MEETING
WEDNESDAY, JUNE 8, 2022
6:00 p.m.**

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

II. Roll Call

Present

Charity Lezama
John A. Boris
Veronica Faustino

Absent

Benjamin Shallop (arrived at 6:15 p.m.)
Kimberley Driscoll

Also Present: Cathy Hoog, Executive Director, Gary Dean, Maintenance Director and Anne Cameron, Executive Assistant

III. Minutes of Previous Meeting(s)

John A. Boris moved to accept the Minutes of the Regular Meeting held on Wednesday, May 11, 2022. Veronica Faustino seconded the motion and the roll call vote was as follows:

Ayes

Charity Lezama
John A. Boris
Veronica Faustino

Nays

IV. Tenant/Public Engagement

Charity Lezama – We will open the meeting up to Tenant/Public Engagement. Just a note to please state your name and address for the record prior to speaking and note that we will be speaking later the agenda about the State Annual Plan and Capital Improvement Plan so if you have comments on that please hold on to them and we will open the meeting back up to hear comments.



Sue Kirby – The notice that we got said that there was going to be a hearing at 6:00 p.m. and it gave the link.

Cathy Hoog – This is a public meeting.

Sue Kirby – This is a public meeting, right the whole meeting and we are going to go through the regular business of the board meeting. It has not been posted in any of the buildings. It is not something that tenants are really encouraged to come to even though there is a hearing. If there is a hearing and I want to go to it, I go to it. It says 6:00 p.m. and if I didn't know better, I would expect to come here and there would be a hearing that would be about to start. I just think it is not appropriate to announce to the public that a hearing is going to start and it is not and then starting a regular board meeting.

Cathy Hoog – Thank you. The hearing was announced 45 days in advance on the City Website as well as our website and posted in all the normal places we post it every month. So, we posted as a Regular board Meeting/Public Hearing for the Annual Plan and the Annual Capital Improvement Plan for the State.

Sue Kirby – I am not sure what Notice I got but it says Public Hearing on the Annual Plan and it says 6:00 p.m.

Cathy Hoog – It is 6:00 p.m. and we are doing that. It is on the agenda.

Sue Kirby – Right.

Charity Lezama – Thanks Sue. I hear you and understand.

Any other public comments?

Cathy Hoog – I do not see anyone having questions.

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 May 2022)

Veronica Faustino – I have a question on the work order report but this doesn't seem to have page numbers and in terms of leaving out names, I am not sure how I can go about describing the item that I am seeing here that I am confused about without describing the name of the employee. Can you provide any guidance around that?

Gary Dean – If you look at the top of the work order report it will say for example: the Dalton Building, Ruane Building, Morency, etc. Is there anyone of those that you are looking at?

Veronica Faustino – There is. I am looking at the work order report for Rainbow Terrace. I am a bit confused about the Counts and the Complete and Incompletes as well as the total days. Down the bottom there the employee the count is off. It says 5 incomplete, 5 complete and then 20 and all of the other incompletes and completes add up in the total day column. I was just a little bit confused about that.

Gary Dean – So the count is the total number of work orders. The first row is the total number of work orders broken down by employee. The one that you are looking at, he did ten work orders at Rainbow Terrace, five of them were completed and five of them were incomplete or currently being worked on at the time that this report was created.

Cathy Hoog – The next column is the total days. It is not the total work orders. It is total days that it took. If you look at one other staff (Jose Ramirez) his does not equal up either.

Veronica Faustino – I did notice that. I didn't realize we were able to state the employees name in the Board Meeting.

Cathy Hoog – Yes, it is public information. It is not private information. This is just the assignments per month and the average total days it took to complete the work orders. It is a little misleading. You would think that that is the total work orders but it is not it is the total days.

Veronica Faustino – I did notice that it said total days. I guess some of the other ones were adding up so I was a bit confused so I would assume that based off what I know about the employees it is the positions that they fall into that would determine how many days it takes. Okay, thank you so much for clarifying that.

Cathy Hoog – Not a problem. It is a great question. Any other questions from any other Board Members?

VI. Reports of the Committees

There were no reports of the committees.

VII. Report of the Executive Director

- See attached report of the Executive Director

Charity Lezama – The Executive Director's Report is for 2 months as we did not have one last month.

Cathy Hoog – Any questions Board Members? I am happy to expand on anything.

Charity Lezama – Cathy, do you want to expand on the Governor’s announcement that happened in Salem?

Cathy Hoog – Yes, some exciting news. I received a call last month that Governor Baker would be doing a press conference in Salem and that he would be naming the Salem Housing Authority in his press conference. He submitted a supplemental budget for consideration that includes redevelopment money for a couple of Housing Authorities who applied for it through the Public Housing Innovations program and Salem Housing Authority was named as one of them. We do not have our formal award letter yet; however, they are itemizing the budget to include the award for us. This is very good news. It must pass through the legislative committee. We are assuming that it will. We are really excited about this. This is good news. We do not have the award letter in hand but it should be coming soon. It was a great phone call. They wanted to let me know since we had not received any word not to be confused when I heard that at the press conference. I was grateful to get that phone call.

Charity Lezama – Congratulations on that announcement.

Cathy Hoog -Very exciting news. Hopefully, it is just the beginning. We are going before the City Council tomorrow night to present our Home Rule Petition as well. We are hopeful that that can pass through relatively quickly. The Team has done a lot of work around meeting with all the City Councilors and keeping them up to speed with the project and where things stand. We feel solid that we are going to get a lot of support tomorrow night for the Home Rule Petition.

Charity Lezama – Thank you.

VIII. Unfinished Business

- Salem Housing Authority – By-Laws

Cathy Hoog presented the amended By-Law (relative to pronoun amendments only) to the Board for discussion and approval.

Charity Lezama – We can move on to the By-Laws. Last month we pushed this forward one month to give everyone an opportunity to put forward any changes they wanted to suggest. I did not hear back from anyone. Cathy, did you hear anything?

Cathy Hoog – We did not. We did include a copy of the By-Laws in the Board Packages. We went through the pronouns and ensured that we addressed the pronouns to be inclusive and we did hi-light that in the latest copy that we sent the Board. If the Board is comfortable with the By-Laws as is considering those pronoun updates, we can vote to adopt the By-Laws or if you would like more time that is up to the Board.

Charity Lezama – I would accept a motion

Benjamin Shallop – I saw the updated pronouns. Thank you for checking in on that and updating the By-Laws.

Veronica Faustino – I did just want to mention that on page 3 there is a small typo but I am sure that didn't matter in terms of me voting but it does say "he/she". I don't know if you want to replace that with the proper pronouns.

Cathy Hoog – We missed that page. Thank you for bringing it to our attention. We can add all the pronouns to that section as well.

Charity Lezama – Did you get everyone, Anne?

Anne Cameron – Yes.

Benjamin Shallop moved to approve the Salem Housing authority By-Laws as amended and presented. John A. Boris seconded the motion and the roll call vote was as follows:

Ayes

Nays

Benjamin Shallop

Charity Lezama

John A. Boris

Veronica Faustino

- Legislative House Bill #1436 – Statewide Tenant Right to Legal Counsel

Charity Lezama – The other piece of unfinished business that we had last month was Bill 1436 that is currently before the House. We have as a Board the opportunity to voice our support of said Bill. It won't move the Bill forward but it certainly makes a statement on work that we are all doing.

Charity Lezama – There was a question regarding the announcement from Governor Baker's on he funding and whether it was designated for something specific or if there was flexibility in that spending?

Cathy Hoog – I thought that I answered that but it didn't show up. In the supplemental budget that was filed there was a large portion of money set aside for housing redevelopment and that was for 3 housing authorities. We were one of them. This would be for our Leefort Terrace Project.

Benjamin Shallop moved to support Legislative House Bill #1436 – Statewide Tenant Right to Legal Counsel. John A. Boris seconded the motion and the roll call vote was as follows:

Ayes

Benjamin Shallop
Charity Lezama
John A. Boris
Veronica Faustino

Nays

IX. Recommendations of the Chairman

There were no recommendations of the Chair.

X. Report of the Treasurer

Bills and Transfers

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

Ayes

Benjamin Shallop
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 Paul Pavia of Fenton, Ewald & Associates, P.C. for Seven (7) months ending April 30, 2022. Benjamin Shallop seconded the motion and the **roll call** vote was as follows:

Ayes

Benjamin Shallop
Charity Lezama
John A. Boris
Veronica Faustino

Nays

XI. New Business

Public Hearing Re: the Salem Housing Authority's Proposed State Annual Plan/Capital Improvement Plan for Fiscal Year 2023

An opportunity for the public and residents to offer feedback with regard to the draft State Annual Plan/Capital Improvement Plan. This is also an opportunity for questions and feedback from the Board of Directors.

Charity Lezama – The Board did receive the recommendations from the 3 tenant organizations, Charter Street, Morency Manor and Leefort Terrace. We would like to open it up now for public comment regarding the proposed Annual State Plan and the proposed Capital Improvement Plan for the State.

Cathy Hoog – If any members of the public or tenants would like to provide some feedback or public comment regarding the Housing Authorities proposed Annual State Plan and the Annual Capital Improvement Plan feel free to raise your hand.

Ami Stockellburg – Hi, thank you. I am a member of the Morency Manor Tenants Organization and I have a statement that I would like to read that we have put together and I will read that now for you. Based on a community meeting that we held on April 23, 2022 open to all residents at Morency Manor with interpretation services we compiled this list of maintenance concerns and capital improvements that tenants at Morency would like to see the Salem Housing Authority work on. It was obvious to the Morency Tenant Organization and many of the tenants that there have been significant improvements over the last 2 years in our development in the overall condition and maintenance. Just within the past year we have experienced improvements such as regular cleaning of the trash chutes, freshly painted ceilings in the laundry room and tenant office, The installation of security cameras outside of the building, a new larger toilet in the lobby and an alarm on a side door plus better management of the recycling among other things. Here are some things we would like to recommend for the 2023 Capital Improvement Plan based on our discussions and issues not addressed in 2022. Challenges in maintenance and repair recommendations: Yearly washing of the outside of windows of the apartments. This is the most popular issue proposed. There is a need for an evacuation plan for emergencies particularly in the case of a fire. It would be helpful to get tips from the Salem Fire Marshall that the Morency Tenant Organization is Planning. However, there needs to be a plan for evacuation. That is

created and distributed to all tenants in a way that can make it work. Notices, fire drills and more. Better pest control. We are seeing intermittent sightings of cockroaches. Mice used to be an issue but that seem not to be an issue at this time. Maintenance has regularly treated for bugs and it seems better but it is still a problem. Security cameras inside the building. A camera specifically pointed at the areas where the packages are left near the mailbox and the front door passage way would help. There were several other issues raised by at least a few residents this year and last year including venetian blinds in the laundry room and tenant office. Handicap access to the dumpster, better quality closet doors, the need for cleaning of air filters in the kitchens and bathrooms. Capital Improvement Recommendations: needed upgrades in kitchens and bathrooms when warranted, better carpeting in the common area and this should include occupied apartments not just empty units. The need for free or reduced cost WIFI, Comcast is becoming prohibitively expensive for residents. If the Salem Housing Authority could work with the City of Salem for a free or reduced rate, it would make a huge difference. Replacement of the buzzer system. Other things raised by our tenants at our meeting or left over from last year's list include the need for higher low flow toilets in the apartments and painting of common area walls. In the works, there are several projects that have been promised and are not included in the maintenance concerns or capital improvements listed above. A pilot program for design and samples to install walk in tubs and showers, concrete repairs to the sidewalks, parking area and platform for recycling. Conclusion: over all the tenants at Morency seem to be pleased with the improvements made this year especially given the pandemic. The monthly communication between the Tenant Organization and Salem Housing Authority Management is working. This annual plan process helps to focus attention on tenant needs and is much appreciated. These comments were drawn up and approved by the Morency Tenants Organization. Thank you.

Charity Lezama – Thanks Ami.

Cathy Hoog – Thank you Ami.

Don Rivard – 27 Charter Street, 601 and President of the Charter Street Tenants Organization and I am here with 4 other members of our tenant association. I would echo a lot of he comments from my colleagues at Morency. I just wanted to add to the list that was printed and included in your packet. It doesn't completely reflect what we had reported #1. Is the windows. The windows need replacement. #5. The buzzer system. We are asking that the buzzer system be improved so that we can see who the visitors are who want to get in and may help with making the building more secure. #8 Posting the sign for fires. More direction is needed. Please post them at a height that the tenants ae able to read them. Finally, I will not mention the cockroach situation because that doesn't come under the Capital Improvement Plan. I will report to you that I have had 2 cockroaches in my apartment in the last week even though there was a treatment done on Friday. Thank you very much.

Cathy Hoog – thank you Don.

Veronica Faustino – thank you.

Gene Collins – Good Evening. Hi to all of you. Thank you for the opportunity to say something. We took due diligence to go through this task. Our concern is that this is the third year we have gone through this procedure. We have had nothing done but we will go through the exercise. The Pioneer Tenants Organization of which there are ½ dozen members here today viewing you. We will go through the list. The Pioneer Tenants Organization list the following list of improvements:

The entrance sign for Pioneer Terrace is non-existing. We would like to have one. Ventilation in the bathrooms. There is no ventilation in the bathrooms. We have been complaining about this for years and have gone so far as to call the Board of Health to try and get the issue resolved and it has not been resolved to date. Entrance way step, outside railings front and back. We would like to have the porches pressure washed and cleaned. We are asking for new sidewalks and curbing and new pavement on the street. Inside front stair rail on the left side. We have only got one hand rail going down. That is against ADA rules Again, these are not new items but things we have been asking to get done over the course of a few years. A new intercom system for the front door and each apartment. This is for safety reasons and for convenience. The wiring system is already there. It is just a matter of putting it in with new stock. The wiring system may have to be replaced because it may be old but no one has really looked so we do not know. The cleaning of the common areas and the light system. This is an on-going issue. There are certain times of year when the light changes outside but the lights don't change inside and people are walking around in the dark. I did actual notice that someone had an outside vacuum in one of the hallways last week but unsure if it was the cleaners or one of our tenants. Sound proofing for the second floors. Every one of the first floor can hear people on the second floor. With the floors as bad as they are, they are obviously going to need some attention and with that some sound proofing would be in order. We are also asking for new kitchens. The State has given you millions of dollars for this to happen and we are wondering why it has taken so long for you guys to actually getting around to doing some of these things. We have been asking for some answers but have not received any. We also want new bathrooms and to bring the bathrooms up to code. The reason we are not enthusiastic about these things is that we have been asking for these things and they have been falling on deaf ears for years. We would like to have some consistent pest control. That should not be that hard as you have licensed pest control people on your maintenance staff. The dumpsters are a problem and have been for years. The last time we talked to maintenance about the dumpsters they told us to call ourselves and we have been calling ourselves and we still have no resolution to the problem. Finish replacing the new benches in and around the complex. There are one half dozen benches that are out of compliance. We would like to get some removeable speed bumps like they have on Chestnut Street. I says removeable because during the winter when the snow plows comes around, they can be removed. Remove them when the snow come and then put them back in. There is no traffic control down here. We have people parking all over the place and people speeding up and down the street. We would like a new parking lot. We deserve a new parking lot. There is money out there and you are during re-doing the dog park. I know it is City Property and Housing Property and conservation property. We would also like a stop sign at the front entrance. Please address the issue of putting in a new parking lot. It is a major concern of ours so please help us. We would like to know what Housing Plans on doing to

alleviate the situation here at Pioneer Terrace. There should be some significant answers. We would like to know what kind of commitment we are going to get from the Housing Authority.

Charity Lezama – Thanks Gene.

Cathy Hoog – Thanks Gene. I encourage you to attend the meetings. I was just at Pioneer Terrace about 2 weeks ago with an update and the room was filled with residents about 35-40 people. I recall you walking in for about 5 seconds and then leaving. Next time I have a meeting you could come and hear all the updates. There are a lot of exciting big projects in the works for Pioneer Terrace. The Development needs a lot of work and if you look at the Capital Improvement Plan you will see a lot of projects for Pioneer Terrace. There is a lot of money slated for Pioneer Terrace because of the new ARPA money. We were able to add additional dollars to these projects so that we could be certain everything is covered because we know how much work is needed down there. The Housing Authority also has a monthly meeting with all the LTOs. You are invited every month and I don't see you there unfortunately. That is also another opportunity for you to get information and updates. I appreciate the challenges that exist down at Pioneer Terrace. 100% percent The Housing Authority has projects planned and in motion for Pioneer Terrace for DHCD to address all those items. Thank you for your feedback but I feel pretty strongly that the residents are well informed and participating in meetings.

Veronica Faustino – As far as Pioneer Terrace Tenants Organization, is that a formerly recognized LTO?

Cathy Hoog – As of now it is, yes.

Veronica Faustino – thank you.

Shannon Bailey – President of the Leefort Terrace Tenants Organization. I will be very brief. First of all, congratulations Veronica for being our representative on the board. You'll do a wonderful job. I have no doubt. I know it is brought up in the packet about our parking issue that we have here. Now that it is getting warmer out, we have people walking down to the willows and people are starting to park illegally here and unfortunately some people will go as far as to sit in their mini vans smoking something other than cigarettes and unfortunately, they are parking in a spot where we have people on oxygen. It is a long way to walk from the parking lot up to our apartment and to have to ask these people to move is getting tedious. I had to do it and I was accosted by another neighbor and I was very, very upset. The person came to my home and yelled at me for asking them politely to move. I also want to point out that we need better signage that it is tenant parking only here. I know that we put out notices but if this man who claims to have lived here for 25 years doesn't know this. We need better signage for the actual people parking. I know that we do have signs on most of the telephone poles except for the one where people are parking which is right in front of where I live and where the fire hydrant is. There is a pole right there that does not have a sign. Exciting news about the grant money going through for the redevelopment project here but in the meantime, this really does need to be addressed. Last but not least, I do ask that...it seems like we are going to be here for one more winter I have been receiving complaints that when people come in here to plow the parking lot, they are giving

people an hour. We are forced to park over there and some people can't dig themselves out. We were unsure if some people can apply for some sort of help to get people to dig them out so that can move their cars because we are elderly and disabled people, we can't dig ourselves out and now that we are being forced to move out of the parking lot for people to plow. It is becoming an issue. People are going to get hurt trying to dig themselves out when technically I don't think they should be. Can we come up with some sort of program where people can apply for help in that regard or what we can do alleviate that. I do feel like it is real necessity and I know there wasn't much money given to our Capital Improvement Plan because we are being redeveloped. In the meantime, I really feel like this is a serious issue. I need clarification with the Tow Company

Gary Dean – I did talk to the tow company, Shannon. I alerted the Tow Company after we received your email and they are stepping up their patrols there. They usually do patrols from Thursday to Sunday and that is when they have multiple crews running and step it up. Thursday 6/9/22 is when you will start to see their trucks running through there a little more. As for the snow removal we do try to give people as much time as we can. We usually do the parking lots the next day after we have done the walkways and the sidewalks so that people can get to their vehicles and access them. At some of our developments there are tenant representatives that are more able to help other people who may be mobility challenged. We could find someone at Leefort who would be willing to help tenant wise. The maintenance staff really cannot do that due to liability reasons. Tenant representatives have been very helpful at some of our developments.

Shannon Bailey – Thank you. That would be appreciated. Also, I have never seen the Todisco Towing Company going up and down the street. Not once. Also, we called in trying to have these cars towed and we received feedback that the City of Salem or the police need to call. I need clarification that we the tenants are allowed to call up and give them all the information to have the car towed. Are we able to do that?

Cathy Hoog – Yes. Were they parked on the Street and not on Leefort Terrace?

Shannon Bailey – No, they were parked right out in front of my building near the pole that doesn't have a sign. The Towing Company said that the police would have to call. Because there is no sign there is nothing, they can do about it. That is why I am asking the Housing Authority to add a sign to that pole.

Cathy Hoog – Thanks for the feedback. We do have an arrangement with Todisco that residents can call. We will talk with the Tow Company and let them know about the specific feedback. Feel free to email Gary or myself for any parking issues or you can also report any tenant who may not be following the rules to the property manager.

Shannon Bailey – okay, thank you.

Draft Salem Housing Authority Federal Annual Public Housing Agency Plan for Fiscal Year 2022

For Board review, after RAB meetings and Public Hearing. Final vote will be taken at the July Regular Board Meeting.

Charity Lezama – I would like to open it up to Board Members for feedback or questions on the draft Salem Housing Authority Federal Annual Public Housing Agency Plan for Fiscal Year 2022.

Cathy Hoog – Board Members as a reminder, this plan will be presented next month as well. The Federal Annual Process Plan is being done simultaneously with the State Annual Plan Process. We do meet with resident advisory board members. We have had one meeting already and we have another one scheduled for tomorrow and then we have a public hearing scheduled for June 30, 2022 so based on feedback we received from that process we will finalize the plan and present it to the Board at our next Board Meeting. We wanted you to have a draft of the plan in case you had any questions or comments for us.

Veronica Faustino – what is the resident advisory board? I haven't heard about that until I started reading through the paperwork.

Cathy Hoog – The HUD Version of the Annual Plan Process requests that you have a Resident Advisory Board. It could be an LTO, it could be a group of people that volunteer to participate and give feedback. We call on them to provide feedback for us. We open the meetings up to everyone not just to the Advisory Board. It is like an LTO but not a formally recognized LTO. It is an advisory board. If there were LTO Members that wanted to be on the advisory board they could. Presently, we do not have any LTOs in our federal developments.

Veronica Faustino – As a tenant representative and a tenant or separate, am I able to be involved with that?

Cathy Hoog - I believe the answer is yes, however, your status as a Board Member may pose a conflict of interest and I will need to investigate that a little more to make sure there isn't a conflict. Let me explore that and circle back to you.

Veronica Faustino – okay, thank you.

Cathy Hoog – As a Board Member you do have the opportunity to comment so let me look at that a little more closely and make sure that I answer that correctly.

Veronica Faustino – If there would be some type of conflict and I could come just as a tenant if that were possible then I could do that as well and do my best to show up in that way.

Cathy Hoog – Okay, I will circle back to you.

Jacqui Guzman – Basically, we invite all our Section 8 Participants to be part of the RAB Meetings and we also invite all our Federal Public Housing Tenants.

Cathy Hoog – As you know we have a very large Section 8 Program. There are over 1200 Voucher holders at the moment.

Audited Financial Statements and Agreed Upon Procedures for Fiscal Year Ended September 30, 2021 submitted by Independent Auditor Marcum LLP

Cathy Hoog will present to the Board of Directors the Audited Financial Statements and Agreed Upon Procedures for Fiscal Year Ended September 30, 2021 submitted by Independent Auditor Marcum LLP.

Cathy Hoog – This is an annual process. We are required to have a Federal and State Audit on an annual basis. It is extensive. It is very expensive but it is really helpful. They go through all our procedures and documents and ensure that everything is being managed correctly. If they notice anything and they have suggestions, it can be a helpful process for us. I am happy to say there were no findings or major concerns of any kind in either the state or federal program.

Veronica Faustino moved to accept the audited Financial Statements and the Agreed Upon Procedures for the fiscal Year Ended September 30, 2021 submitted by Independent Auditor Marcum, LLP. John A. Boris seconded the motion and the roll call vote was as follows:

Ayes

Benjamin Shallop
Charity Lezama
John A. Boris
Veronica Faustino

Nays

Amendment #18 Contract for Financial Assistance (CFA) 5010 in the amount of \$15,000.00 for FY2022 Sustainability Initiative for Resiliency SHMCAP Flooding Survey

Cathy Hoog will present and discuss with the Board of Directors Amendment #18 to the Contract for Financial Assistance (CFA) 5010 in the amount of \$15,000.00 for FY2022 Sustainability Initiative for Resiliency SHMCAP Flooding Survey.

Cathy Hoog – Board Members you may remember that anytime there is a change in the amount of money the housing authority receives, the state requires us to do an amendment to our contract for financial assistance through the state. This amendment is relative to a grant award received for \$15,000.00. This is a sustainability initiative for a Resiliency Grant that we received and it does require us to make an amendment. They are doing it a little bit differently. They are initiating a

lot of signing through DocuSign. Once I approve, they will send you an email which will initiate you to sign the CFA. I will then follow up with attaching the Board Vote to the CFA and resend.

John A. Boris moved to approve Amendment #18 to the Contract for Financial Assistance (CFA) 5001 between the Salem Housing Authority and the Commonwealth of Massachusetts and authorize Charity Lezama, Chair to execute the Commonwealth of Massachusetts Standard Contract Form. This Amendment increases the CFA by \$15,000.00 to a revised award of \$11,918,676.46 with an expiration date of June 30, 2023. This Amendment represents the following award:

FY2022 Sustainability Initiative for Resiliency
SHMCAP Flooding Survey- \$15,000.00

Veronica Faustino seconded the motion and the roll call vote was as follows:

Ayes

Nays

Charity Lezama
John A. Boris
Veronica Faustino

Benjamin Shallop abstained from voting as he was driving
Price Quotation for the Interior Painting of Vacant Units as they become vacant for one year or the completion of \$25,000.00 of work

Cathy Hoog will present to the Board of Directors Price Quotation for the Interior Painting of Vacant Units as they become vacant for one year or the completion of \$25,000.00 of work.

Cathy Hoog – Board Members any questions on this. This is our annual contract and it was a one-year contract with an option to renew. You can see the summary in your Board Packet. We only had one bidder and there was one bidder who submitted late so they were disqualified.

Gary Dean – Lou’s Cape Ann Painting is our current painter. We are very happy with him. He does a great job.

Veronica Faustino moved to accept the lowest responsive and responsible price quotation from Lambro Koulouris d/b/a Lou’s Cape Ann Painting (1 bedroom units \$300.00, 2 bedroom units \$450.00, 3 bedroom units \$500.00, and 4 bedroom units \$550.00) for the interior painting of vacant units as they become vacant for one year or the completion of \$25,000.00 of work with a one year option to renew at the Salem Housing Authority’s sole discretion. John A. Boris seconded the motion and the roll call vote was as follows:

Ayes

Nays

Charity Lezama
John A. Boris
Veronica Faustino

Benjamin Shallop abstained from voting as he was driving

Price Quotation for Section 8 Program Inspections

Cathy Hoog – Board Members I apologize; I would like to remove the next item of business. I am not ready to present this to the Board we need a little bit more time to evaluate. Apologies.

() moved to approve the price quotation of \$30.00 per project-based inspections and \$40.00 per Section 8 housing quality standards inspections from Sean Monahan for Section 8 Program Inspections. () seconds the motion and the roll call vote is as follows:

Ayes

Nays

Discussion RE: In Person Board Meetings and Hybrid Board Meetings

Cathy Hoog – I wanted to make a point to bring that up. The period is up where we can forego Public Meetings. I know we had some off and on discussions about going hybrid. I thought this was a good time to put this out there again with the Board Members. If you had any thoughts or ideas. I am open to hearing that. I am sure the Board would like to speak amongst each other about this as well. The plan is to be in person at the August 2022 Board Meeting.

Charity Lezama – I would like to suggest strongly going hybrid. It creates an opportunity for more people to participate and view the meeting. If that is available to us. It does take some investment in technology to make that available and if we go back to Charter Street how do we build up that space with screens, etc.

John Boris – I agree with Charity. I think we have to figure out the technology on how all of this will work. I would love to hear a suggestion from the Executive Director. Cathy how do you feel?

Cathy Hoog – I feel confident that I can manage it. I feel like we have been doing these remote meetings for quite a while and I have become very accustomed to managing public comments and keeping an eye on attendees and inviting people in to speak. It feels like second nature at this point. I feel like it is very doable. Our biggest challenge is space and having enough space for a large tv because our community rooms are limited in terms of space. We could potentially look at the Senior Center. I don't know if that could be consistently utilized. I could start looking at whether there is some larger space available in the city. I know there is a lot of value to holding meetings at particular developments. It enables some folks to come that normally would not be able to come. That is something for us to think about. In terms of managing the mechanics of it and the components of it, I think it is very doable. We would have a laptop sitting with me that is connected to a large screen tv so that folks who call in can be seen or heard on the larger screen by the Board. In terms of the camera, we would have to do something a little bit different

because of laptop has camera capability but we would need something that would face everyone a little more evenly. It is very manageable. I think the biggest challenge is space.

Benjamin Shallop -- There is really no way of us knowing what will happen come August. I think having a hybrid model will make sense in terms of accessibility and if we must switch back to Zoom Webinars. This is the new world we live in and we must go with it

Cathy Hoog – Agreed. You make a good point that we don't actually know what is going to happen come August. There could be another surge. We could be uncomfortable. It could be extended so that we could do remote meetings. Did you have anything you want to add Veronica?

Veronica Faustino – I echo a lot of the statements that were made already. I think that having the ability to join the meeting from any location is important. Right now, I am in Dartmouth, Mass. At school and I would not have been able to make the meeting otherwise because being here is mandatory. To be able to have this option is really great. Aside from that, there is an equity piece to all of this, there are single parents that aren't able to step out to go to these meetings and sit through it. For those reasons, the online portion is really important. With that being said, I think switching over to the webinar part has made it a little bit difficult from the perspective of a tenant that is checking in because you cannot see all the faces that are there. Even though Zoom is completely different then in person when you can see all the faces or their names of the people that are there it is a different energy vs. seeing a webinar pop up and you are the only one that is there. I think in terms of the hybrid model I am for that especially during the summer when people are going on vacations. I think that that makes the most sense. I think it is great that August would be the time that we would start potentially. If we were to talk about a plan going forward, we should think about the pros and cons of the webinar. I do think that has a big impact on the community piece from tenants that I have had the chance to speak to.

Cathy Hoog – Agreed. Great points. I think our transition from Zoom to Webinar format was a result of some cyber hacking. For a more secure network, we had to transition to Webinar format.

XII. Other Business/Late Communications

There was no other business or late communications.

XIII. Adjournment

Cathy Hoog – Charity Lezama had to leave the meeting due to an emergency in the building.

Charity Lezama left the meeting at 7:19 p.m.

Ben, would you step in as Chair?

Benjamin Shallop – Yes, I will accept a motion to adjourn.

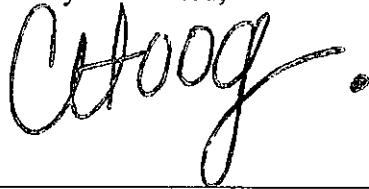
John Boris moved that the Board adjourn the Regular Meeting of Wednesday, June 8, 2022 at 7:30 p.m. Veronica Faustino seconded the motion and the **roll call** vote was as follows:

Ayes


Benjamin Shallop
John A. Boris
Veronica Faustino

Nays

Respectfully Submitted,



Cathy Hoog, Executive Director



Anne M. Cameron, Executive Assistant