



Cathy Hoog, Executive Director

Main Office and Public Housing Department  
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2024 JAN 10 PM 2:19

**AGENDA FOR THE  
REGULAR MEETING  
WEDNESDAY, JANUARY 10, 2024  
6:00 p.m.**

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- I. Call Meeting to Order**
- II. Roll Call**
- III. Acceptance of the Minutes of Previous Meeting(s)**
  - Acceptance of Minutes of the Regular Meeting of December 13, 2023
- IV. Tenant/Public Engagement**
- V. Report of the Executive Director**
  - Executive Director Report – January 2024
- VI. Communications**
  - Updated Waitlist
  - SHA Department Reports ( Move In, Move Out, State and Federal,
  - CHAMP Report, Modernization Report, Voucher Report, Family Self-Sufficiency Report (Quarterly), Resident Service Coordinators' Reports and Completed Work Orders for Month of December 2023)
  - Email dated January 2, 2024 from Cathy Hoog to Veronica Miranda in response to Veronica Miranda's inquiries and topics for Board discussion
- VII. Reports of the Committees**
- VIII. Recommendations of the Chair**
- IX. Report of the Treasurer**
  - Bills and Transfers for the period December 1, 2023 through December 30, 2023.
  - Balance Sheet and Statements of Revenues and Expenses through October 31, 2023



- Balance Sheet and Statements of Revenues and Expenses through November 30, 2023

**X. Unfinished Business**

- Bid – Asphalt Shingle Roof Replacement at the Dalton Building (667-7B) EOHLIC 258180

**XI. New Business**

- Election of Temporary Treasurer of the Board of Directors of the Salem Housing Authority
- Election of Assistant Treasurer of the Board of Director of the Salem Housing Authority
- Check Signers with Alternates
- Manual Check Signers
- Voucher Signers
- Salem Five Cents Savings Bank and NorthShore Bank  
New Signature Cards due to vacant positions on the Board
- New Hire – Maintenance Mechanic I/Laborer (Service Phone)
- New Hire – Maintenance Mechanic I/Laborer I
- Animal Policy
- Certificate of Final Completion and Application for Payment No. 2 (Final) in the amount of \$16,800 for EOHLIC Project No. 258174 ARPA Common Area Painting at 667-2, 667-3B, 667-5, 667-6, and 667-7B
- Collection of Losses – Write Offs Through 12/31/23 per Public Housing Notice 2017-17
- Certificate of Substantial Completion for the Roof Replacement at 5 Barton Square project effective December 15, 2023
- The Barton Square Condominium and the 288 Essex Street Certificates of Election and/or Appointment Pursuant to Chapter 400 of the Acts of 1992 as Amending M.G.L. c.183 A.

**XII. Other Business /Late Communications**

**XIII. Adjournment**

This notice posted on "Official Bulletin Board"  
City Hall, Salem, Mass. on **JAN 04 2024**  
at **2:19 pm** in accordance with MGL Chap. 30A,  
Sections 18-25.