



Cathy Sheehan, Executive Director

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**MINUTES FOR THE
REGULAR MEETING
WEDNESDAY, APRIL 8, 2026
6:00 p.m.**

This meeting was a hybrid meeting.

I. Called Meeting to Order at 6:03 p.m.

II. Roll Call

Present

Veronica Miranda
Patricia Morsillo
Aaron Paternoster
Emily Ullman

Absent

Romell Kidd (arrived at 6:08 p.m.)

Also Present: Cathy Sheehan, Executive Director, Gary Dean, Director of Operations, Anne Cameron, Executive Assistant, Massiel Garcia, Finance Director, (Virtual), Jacqueline Guzman, Director of Leased Housing, (Virtual) Maureen Thomas, Director of Public Housing, and Joshua Bocko, Assistant Director of Public Housing (Virtual).

III. Minutes of Previous Meeting(s)

Veronica Miranda moved to accept the 77th Special Annual Minutes of the Regular Meeting held on Wednesday, March 11, 2026. Patricia Morsillo seconded the motion, and the roll call vote was as follows:

Ayes

Veronica Miranda
Patricia Morsillo
Aaron Paternoster
Emily Ullman

Nays



Patricia Morsillo moved to accept the Minutes of the Regular Meeting held on Wednesday, March 11, 2026, as amended. Veronica Miranda seconded the motion and the roll call vote was as follows:

Ayes

Veronica Miranda
Patricia Morsillo
Aaron Paternoster
Emily Ullman

Nays

SUMMARY OF ARTICLES IV THROUGH XII OF THE MINUTES OF THE REGULAR BOARD OF DIRECTORS' MEETING HELD ON APRIL 8, 2026, IS ATTACHED HERETO.

IV. Tenant/Public Engagement

There was no tenant/public engagement.

V. Executive Director Report

Executive Director Report for April 8, 2026.

VI. Communications

- Mass NAHRO Newsletter – January/February 2026
- Updated Waitlist
- SHA Department Reports (Move In, Move Out, State and Federal, CHAMP Report, State Self-Sufficiency Report (Future Forward) Modernization Report, Voucher Report, Family Self-Sufficiency Program Report (Quarterly), Resident Service Coordinator Reports and Completed Work Orders for Month of February and March 2026)
- Women's Money Matters – Financial Future Series
- Performance Management Review (PMR) Results

VII. Reports of the Committees

There were no reports of the Committees.

VIII. Recommendations of the Chair

There were no recommendations of the Chair.

IX. Report of the Treasurer

Bills and Transfers

Emily Ullman moved to acknowledge receipt of the bills and transfers for the period February 1, 2026 through February 28, 2026, as presented. Aaron Paternoster seconded the motion, and the **roll call** vote was as follows:

Ayes

Romell Kidd
Veronica Miranda
Patricia Morsillo
Aaron Paternoster
Emily Ullman

Nays

Emily Ullman moved to acknowledge receipt of the bills and transfers for the period March 1, 2026 through March 27, 2026, as presented. Romell Kidd seconded the motion, and the **roll call** vote was as follows:

Ayes

Romell Kidd
Veronica Miranda
Patricia Morsillo
Aaron Paternoster
Emily Ullman

Nays

Balance Sheet and Statements of Revenues and Expenses

Romell Kidd moved to accept the Balance Sheet and Statements of Revenues and Expenses prepared by Rick Fenton of Fenton, Ewald & Associates, P.C. for four (4) months ending January 31, 2026, seconds the motion and the **roll call** vote was as follows:

Ayes

Romell Kidd
Veronica Miranda
Patricia Morsillo
Aaron Paternoster
Emily Ullman

Nays

X. Unfinished Business

Management Services Agreement Amendment

Cathy Sheehan presented and discussed with the Board of Directors the data they requested and received prior to voting on the Management Services Agreement Amendment.

Patricia Morsillo moved to approve and extend the Management Services Agreement Amendment dated April 8, 2026, between Marblehead Housing Authority and the Salem Housing Authority from December 31, 2026, to December 31, 2031, with an annual contract sum of \$135,287.50, prorated monthly at a rate of \$11,273.96. Payments will increase annually according to the Budget Guidelines for allowable Executive Director salary increases/management services agreement. Veronica Miranda seconded the motion, and the roll call vote was as follows:

Ayes

Romell Kidd
Veronica Miranda
Patricia Morsillo
Aaron Paternoster
Emily Ullman

Nays

XI. New Business

New Hire – Director of Maintenance

There was (1) applicant chosen to be interviewed for the open position of Director of Maintenance. Cathy Sheehan and Gary Dean interviewed one candidate. Cathy Sheehan presented the candidate of her choice.

Veronica Miranda moved to make a conditional offer of employment to Luis Lopez for the full-time position as Director of Maintenance at an annual salary of \$135,000.00 with a start date TBD. Patricia Morsillo seconded the motion, and the roll call vote was as follows:

Ayes

Romell Kidd
Veronica Miranda
Patricia Morsillo
Aaron Paternoster
Emily Ullman

Nays

SUMMARY OF ARTICLES IV THROUGH XII OF THE MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING HELD ON APRIL 8, 2026

Meeting Minutes Approval Discussion

The meeting began with Anne Cameron taking roll call and Cathy Sheehan noting that Romell Kidd was in route.

The board discussed approving minutes from previous meetings, specifically the special annual minutes and regular meeting minutes from March 11th, 2026. Patty Morsillo pointed out a correction regarding her attendance status in the minutes, leading to a motion to accept the minutes as amended.

Housing Program Updates and Developments

The board meeting covered several key updates from the Executive Director as per her Executive Director's Report for the month of April 2026.

The public housing program closing was rescheduled from April to May due to legal department delays at HUD, requiring residents to recertify their status.

A significant new LEAN award through the LEAN program was announced, totaling approximately \$1.3 million for windows and heating systems across multiple buildings. The LeeFort Terrace Redevelopment project is progressing well, with residents scheduled to move back in May after successful recertification, and plans are being made for a board tour of the completed facility.

Policy Review Process Proposal

Aaron Paternoster proposed a new policy review process where policies would be presented at regular board meetings with advance notice, allowing one month for board review and discussion before voting at the subsequent meeting. Cathy Sheehan agreed with the approach and clarified that tenant feedback would be collected before board presentation, with significant amendments potentially requiring additional tenant review. Veronica Miranda clarified that the board's responsibility lies in creating and revising SHA policies, not just receiving them, and suggested re-examining the policy subcommittee's composition before considering any changes to the process. Cathy Sheehan referred to EOHLC's Board Training, summarizing that board members have responsibility to approve policy, but it is not the Board's responsibility to write policy as that is related to operational day to day responsibilities. The Executive Director presents policy based on need, residential feedback and legal requirements/required policy.

Policy Review Process Updates

The group discussed the policy review process, with Cathy Sheehan clarifying that regulatory and legal reviews would be completed before presenting policies to the board. They debated the role of the policy subcommittee, with Patty Morsillo suggesting it could handle deeper discussions that might otherwise prolong board meetings. The group agreed to implement a new rhythm for policy review, where policies would be discussed at one board meeting and then voted on at the subsequent meeting approximately one month later, allowing for pre-vetted tenant feedback and staff proposals to be reviewed in advance.

In summary, the board discussed implementing a new process for reviewing policies, agreeing to present one policy per month for discussion, and voting at the following meeting. Cathy Sheehan proposed this approach to expedite routine regulatory matters while reserving committee review for more complex issues. The board approved this process with unanimous consent.

Executive Director Evaluations

Aaron Paternoster also requested board members to submit their evaluations of the executive director by the end of the month for presentation at the May meeting.

Financial Review and Marblehead Management Service Agreement

The treasurer reported that financial operations were stable with adequate reserves, though administrative salaries and overtime were higher than expected due to the long winter but noted that budget variances typically balance out through fundability.

The board reviewed financial statements including CBIZ audit charges and discussed tracking of legal services and eviction cases. They examined balance sheet statements and revenue/expense reports, with clarification provided about write-offs for move-outs, deceased tenants, and evictions, as well as subsidy payment calculations.

The board then reviewed the Management Service Agreement with Marblehead Housing Authority, with Patty Morsillo expressing satisfaction with the data showing positive resident improvements and increased expertise among maintenance staff, and Veronica Miranda suggesting ongoing surveys to track metrics.

Approvals/Schedule of Special Meeting to Discuss Open Meeting Law Complaint

The board discussed several key items including resident engagement efforts, a new hire, and contract approvals.

The board approved Louis Lopez for the Director of Maintenance Operations role at an annual salary of \$135,000. They also approved a \$980,000 bid from Riverdale Plumbing and Heating for an oil boiler to heat pump conversion project at multiple properties. The board approved a time extension for walk-in shower replacement work and write-offs totaling \$11,944.72.

The conversation ended with discussion of scheduling a special meeting to address an open meeting law complaint filed by Veronica Miranda, with a deadline of April 14th for the full board to meet and discuss the complaint.

Other Business/Late Communications

This Section is word for word so that there is no confusion as to who said what.

Veronica Miranda: I just wanted to ask if it's possible, I've heard from lawyers in different places, and I've been meaning to bring this up, but if it's possible, Cathy, I'd love to hear any information that you have around children and blood levels when it comes to lead, and if Speaking specifically of public housing, not something for you to answer now, but I'm of thinking about that and curious about that.

I'm also curious and wondering if we can talk about this on another agenda, which surveillance technology and data storing hardware the SHA uses. As there are conversations in the city around, the use of flock.

I also wanted to flag that I filed an open meeting law complaint with the Chair of the Board and the City Clerk March 25th, and I understand that the full board's supposed to meet within 14 business days of the complaint, but just wanted to see, like, where and what the plan is for that and if you have any thoughts on that, Aaron.

Aaron Paternoste:

Okay. I think that's partly my unfamiliarity with the process, I, am wondering if it would be appropriate to perhaps call a special meeting, maybe, on the 29th before we get into the... the Housing Opportunities. I'm not familiar with the process you're referring to, so is it a city process?

Veronica Miranda: If you read the first of the complaint form, it gives you a little bit of an idea of how the board is to go about the process. The 29th, I won't be able to be there, and I'd like to be there, to discuss this complaint form since I'm the complainant. Also, that's too far out, so I don't know, when this body would be able to meet in the near future, it looks like.regardless, it will be going past the 14 days, but I would still encourage you, and encourage the board to try to meet to discuss that as soon as possible.

Aaron Paternoster: Okay. Would you like to meet me and you, to discuss? I think that that could probably happen sooner than getting the entire board together by Tuesday. We can have a preliminary discussion and then find some time to get the board together.

Veronica Miranda: I'm not opposed to that, but that won't, replace the timeline here. It still needs to come before the full board and be discussed in public.

Aaron Paternoster: I'm not saying that that's not going to happen, I'm just trying to figure out a way to start working towards a resolution, now, before the deadline.

Emily Ullman: Would you, like, would you want us to try and find a meeting?

Is that what you'd like Veronica? Before next Tuesday? it's not up to me. it's the process that you're referring to would be to do for us now to find that meeting? Would you want Aaron to try and organize that? Let's try and find it now.

Veronica Miranda: It might be a better idea for Aaron to be able to not, have to make that decision right now, but for him to have the chance to look over, kind of, the complaint and the process there on the website, and then decide how he wants to go forward.

Aaron Paternoster: I will reach out to the board by Friday and figure out what the appropriate next step would be, as well as, Veronica, I'd like, you know, I think that you and I could have a discussion as well to try to figure out how to resolve this in between then.