



Cathy Hoog, Executive Director

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2024 JUL 17 PM 3:36  
CITY CLERK  
SALEM MASS

**AGENDA FOR THE  
SPECIAL BOARD OF DIRECTORS MEETING  
TUESDAY, JULY 23, 2024  
6:00 p.m.**

This meeting will be a hybrid meeting. The meeting will take place at the Pioneer Terrace Community Room, 14 Pioneer Terrace, Salem, MA and via Zoom.

**I. Call Meeting to Order**

**II. Roll Call**

**III. Acceptance of the Minutes of Previous Meeting(s)**

- Acceptance of the Minutes of the Special Meeting held on Wednesday, May 15, 2024.
- Acceptance of Minutes of the Regular Board of Directors Meeting/Public Hearing on State Annual Plan/Capital Improvement Plan held on Wednesday, June 12, 2024
- Acceptance of the Transcript of the Minutes of the Regular Board of Directors Meeting/Public Hearing on State Annual Plan/Capital Improvement Plan prepared by Magna Legal Services held on Wednesday, June 12, 2024

**IV. Tenant/Public Engagement**

**V. Report of the Executive Director**

- Executive Director Report – July 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 June 2024)
- Letter to Cathy Hoog dated June 20, 2024 from Massachusetts Housing Partnership awarding the Salem Housing Authority with staff assistance and a grant not to exceed \$35,000.00 for predevelopment feasibility assessments for 17,19,21 Farrell Court
- Legal Opinion from Christina Granese, Esq. to Cathy Hoog, Executive Director dated July 9, 2024 relative to Release of Meeting Minutes from May 30, 2024 Executive Session together with emails from Veronica Miranda to the Attorney General's Office, Emails from the Attorney General's Office to Veronica Miranda, Emails from Veronica Miranda to Anne Cameron, Executive Assistant and emails from Anne Cameron, Executive Assistant to Veronica Miranda

**VII. Reports of the Committees**

**VIII. Recommendations of the Chair**

**IX. Report of the Treasurer**

- Bills for the period June 1, 2024 through June 30, 2024
- Balance Sheets and Statements of Revenue and Expenses through May 31, 2024

**X. Unfinished Business**

**XI. New Business**

- Audited Financial Statements and Agreed Upon Procedures for Fiscal Year Ended September 30, 2023
- Salem Housing Authority Federal Annual Public Housing Agency Plan for Fiscal Year 2024
- Appointment of John A. Boris, Chairman for an Additional 3 Year Term to the Community Preservation Committee, City of Salem

- City of Salem, Massachusetts Community Preservation Act - Grant Funding Agreement between the City of Salem and the Salem Housing Authority in the amount of \$160,000.00 for project located at 5 Barton Square/140 Washington Street - Replacement of Existing Elevator.
- Submission of Application for Funding to EOHLIC for Local Housing Authority Housing NOW Program
- New Hire – Section 8 Housing Coordinator
- Change Order #1 in the amount of \$17,389.53 as Presented by Site Improvements, Inc. for EOHLIC Project 258162 Gateway Cities Walkways Landscaping at Rainbow Terrace
- Change Order #2 in the amount of \$91,800.00 for the Delta Beckwith Elevator Company for the required repairs to bring the 5 Barton Square elevator up to new State Elevator Code.
- Certificate of Final Completion for EOHLIC Project #258169 as of 5/31/2024
- Quote for Interior Painting of Vacant Units as they Become Vacant for One Year or the Completion of \$50,000.00 Whichever Occurs First
- Price Quotation from Peabody Huggins Mechanical Services in the amount of \$11,293.46 for the Replacement of the Air Conditioning Unit in the Morency Manor Elevator Room
- Collection of Losses – Write Offs Through 6/30/24 per Public Housing Notice 2017-17

**XII. Other Business /Late Communications**

**XIII. Adjournment in Executive Session**

To approve Executive Session Minutes relative to:

- (1) To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual.

**This notice posted on "Official Bulletin Board"  
 City Hall, Salem, Mass. on July 17 2024  
 at 3:30 PM in accordance with MGL Chap. 30A,  
 Sections 18-25.**