



John A. Boris, Chairman  
Frank J. Milo, Vice Chairman  
Peter K. Strout, Second Vice Chairman  
Maureen Call, Treasurer  
William E. Luster, Assistant Treasurer  
Carol A. MacGown, Executive Director

March 1, 2016

Cheryl A. LaPointe, City Clerk  
Office of the Clerk  
City Hall, 93 Washington Street  
Salem, MA 01970

FILE #  
CITY CLERK, SALEM, MASS  
2016 MAR -1 P 2:33

Dear Ms. LaPointe:

In accordance with Chapter 30A, Section 20 of the General Laws, as amended, Notice of a **REGULAR MEETING** of the **SALEM HOUSING AUTHORITY** to be held on **WEDNESDAY, MARCH 9, 2016 at 6:00 p.m.** at the office of the Authority located at 27 Charter Street, Community Room, Salem, Massachusetts is hereby posted.

It is anticipated by the Chairman that the matters outlined in the attached agenda will be discussed, as well as any other unforeseen business that may lawfully come before it.

It is also anticipated by the Chairman that the Board will convene into Executive Session to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

Sincerely,

Carol A. MacGown  
Executive Director

This notice posted on "Official Bulletin Board"  
City Hall, Salem, Mass. on *March 1, 2016*  
at *2:33pm* in accordance with MGL Chap. 30A,  
Sections 18 25.

Enclosure

Copy: Board Members  
Theresa Prescott, Treasurer, Salem Housing Tenants Assoc.



**AGENDA FOR THE  
REGULAR MEETING  
WEDNESDAY, MARCH 9, 2016  
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 Sixty-Eighth (68<sup>th</sup>) Annual Meeting of February 10, 2016
    - Acceptance of Minutes of the Regular Meeting of February 10, 2016
  - IV. Communications**
    - March 2016 – MassNAHRO Newsletter
  - V. Reports of the Committees**
    - Solar Energy Sub-Committee
    - Acceptance of Minutes of the Special Meeting of the Energy Sub-committee of February 29, 2016
  - VI. Report of the Executive Director**
  - VII. Unfinished Business**
    - By-Laws of the Salem Housing Authority
    - Smoke-Free Housing Policy
  - VIII. Recommendations of the Chairman**
  - IX. Report of the Treasurer**
    - Bills and Transfers for the period February 5, 2016 through February 2016
    - Balance Sheet and Statements of Revenues and Expenses through January 31, 2016
  - X. New Business**
    - Promotion from within the Salem Housing Authority
    - New Hire – Receptionist
    - Report on Agreed-Upon Procedures for the Fiscal Year Ended September 30, 2015
    - Work Order for Formula Funding Project #258106, ADA Community Room Ramp at Pioneer Terrace (667-4)

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Sections 18-25.



- Quote – Minor Office Renovation at 27 Charter Street (667-5)
- Bid – Groundskeeping Services at Various Locations
- Appoint Contract Officer and Alternate Contract Officer for Formula Funding Project #258107 Intercomm Upgrade at 33 Park St./26 Prince St. (705-2A) and 117 Congress St. (705-2B)
- Appoint Contract Officer and Alternate Contract Officer for Formula Funding Project #258109 Replacement of Closet Doors at Bertram Terrace (667-1A)
- Amendment to Section 8 Administrative Plan

**XI. Other Business /Late Communications**

**XII. Adjournment into Executive Session**

- Pending Litigation Cases