



February 6, 2020

John A. Boris, Chairman
Kimberley Driscoll, Vice Chairman
Charity Lezama, Treasurer
Benjamin Winthrop, Assistant Treasurer

2020 FEB -6 PM 2:42

CITY CLERK
SALEM, MASS

Cathy Hoog, Executive Director

Ilene Simons, City Clerk
Office of the Clerk
City Hall, 93 Washington Street
Salem, MA 01970

Dear Ms. Simons:

In accordance with Chapter 30A, Section 20 of the General Laws, as amended, Notice of an **ANNUAL MEETING** immediately followed by a **REGULAR MEETING** of the **SALEM HOUSING AUTHORITY** to be held on **WEDNESDAY, FEBRUARY 12, 2020 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 the discipline or dismissal of, or complaints or charges brought against a public officer, employee, staff member or individual and to discuss strategy with respect to collective bargaining or litigating position of the public body and the chair so declares.

Very truly yours,

Cathy Hoog
Executive Director

Enclosure

Copy: Board Members
Calvin Young, Charter Street Tenants Assoc.
Morency Tenant Organization
Pioneer Terrace Tenants Organization

File: Regular Meeting w/Exec Session





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Kimberley Driscoll, Vice Chairman
Charity Lezama, Treasurer
Benjamin Winthrop, Assistant Treasurer
Sue Kirby
Cathy Hoog, Executive Director

2020 FEB -6 PM 2:42

CITY CLERK
SALEM, MASS

**AGENDA FOR THE
SEVENTY-SECOND (72ND) ANNUAL MEETING
WEDNESDAY, FEBRUARY 12, 2020**

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- I. Call Meeting to Order**
 - II. Roll Call**
 - III. Election of Officers**
 - Office of Chairman
 - Office of Vice-Chairman
 - Office of Second Vice-Chairman
 - Office of Treasurer
 - Office of Assistant Treasurer
 - IV. Check Signers with Alternates**
 - Designate Check Signers and Alternates
 - V. Manual Check Signers**
 - Designate Manual Signers
 - VI. Voucher Signers**
 - Designate Voucher Signers and Alternates
 - VII. Employee Check Signing Security Agreement**
 - VIII. Release of Executive Session Minutes**
 - IX. Presentation of By-Laws**
 - X. Order of Voting for Roll Call Votes**
 - XI. Adjournment into Regular Meeting**

This notice posted on "Official Bulletin Board"
City Hall, Salem, Mass. on **FEB 06 2020**
at **2:42PM** in accordance with MGL Chap. 30A,
Sections 18-25.





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2020 FEB -6 PM 2:42
Cathy Hoog, Executive Director
CITY CLERK
SALEM, MASS

**AGENDA FOR THE
REGULAR MEETING
WEDNESDAY, FEBRUARY 12, 2020
6:00 p.m.**

- I. Call Meeting To Order**
- II. Roll Call**
- III. Minutes of Previous Meeting(s)**
 - Acceptance of Minutes of the Regular Meeting of January 8, 2020
- IV. Tenant Engagement**
- V. Communications**
 - February 2020 MassNAHRO Newsletter to be emailed upon receipt by SHA
 - Updated Waitlist
 - SHA Department Reports (Move In, Move Out, State and Federal, Modernization Report, Voucher Report and Completed Work Orders for Month of January 2020)
 - Correspondence dated January 15, 202 to the Executive Director and the Chairman of the Board from the Department of Housing and Community Development relative to Performance Management Review (PMR)
 - Correspondence to the Executive Director dated January 23, 2020 from the U.S. Department of Housing and Urban Development RE: Section 8 Management Assessment Program (SEMAP) – The SHA’s overall SEMAP score for the fiscal year ending 9/30/19 is 100%.
- VI. Reports of the Committees**
- VII. Report of the Executive Director**

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City Hall, Salem, Mass. on FEB 9 6 2020
at 2:42 PM in accordance with 9A 2020 Chap. 30A,
Sections 18-25.



VIII. Unfinished Business

IX. Recommendations of the Chairman

X. Report of the Treasurer

- Bills and Transfers for the period January 1, 2020 through January 31, 2020
- Balance Sheet and Statements of Revenues and Expenses through December 31, 2019

XI. New Business

- Price Quotation of Lowest, Responsive and Responsible Quoter to provide Computer System Hosting and Managed Services
- New Hire – Director of Maintenance
- Amendment to the Salem Housing Authority's Disposition Policy
- Correction to Payment Standards

XII. Other Business /Late Communications

XIII. Adjournment into Executive Session

- Approve Executive Session Minutes of January 8, 2020 to discuss the discipline or dismissal of, or complaints or charges brought against a public officer, employee, staff member or individual and to discuss strategy with respect to collective bargaining or litigating position of the public body and the chair so declares.