

Scituate Housing Authority, July 10, 2012

A SCITUATE HOUSING AUTHORITY REGULAR MEETING WAS HELD ON
TUESDAY, JULY 10, 2012 AT 5:00 PM AT 791 COUNTRY WAY IN SCITUATE, MA.

Call to Order: 5:05 PM

Present: Michael Collins

Stephen Coulter

Patricia Butler

John Zigouras (arrived 5:20pm)

Absent: Maryanne Lewis

Also Present: Kathy DeMarsh, Executive Director and Secretary to the Board

Robert Garrett, Maintenance Supervisor

Patrick Ronan, Reporter for the Patriot Ledger

Bills and Communications

Chairperson Patricia Butler opened the meeting inquiring how the Maintenance Department is doing with repairs and if they are able to get things done despite the freeze on Operating Reserves. In response Rob Garret, Maintenance Supervisor said that all day to day repairs and turnover repairs are being completed. Extraordinary repairs have not yet begun but an estimate of \$2,000-3,000 worth of stock would be necessary to begin work on the restoration of rotted trim boards and porches in Wheeler Park II.

On a motion by Stephen Coulter, seconded by Michael Collins, it was unanimously

Voted: To approve the May 15, 2012 Meeting Minutes, as written

Ayes: 3 Nays: 0 Abstained: 0

On a motion by Stephen Coulter, seconded by Michael Collins, it was unanimously

Voted: To approve the June 11, 2012 Meeting Minutes, as written

Ayes: 3 Nays: 0 Abstained: 0

On a motion by Michael Collins, seconded by Stephen Coulter, it was unanimously

Voted: To approve the June 12, 2012 Meeting Minutes, as written

Ayes: 3 Nays: 0 Abstained: 0

On a motion by Michael Collins, seconded by Stephen Coulter, it was unanimously

Voted: To approve the June 20, 2012 Meeting Minutes, as written

Ayes: 3 Nays: 0 Abstained: 0

On a motion by Michael Collins, seconded by Stephen Coulter, it was unanimously

Voted: To acknowledge receipt of the Maintenance Report of

July 10, 2012

Ayes: 3 Nays: 0 Abstained: 0

On a motion by Michael Collins, seconded by Stephen Coulter, it was unanimously

Voted: To acknowledge receipt of the Reconciliation Report for June, 2012 for the State program 667

Ayes: 3 Nays: 0 Abstained: 0

On a motion by Stephen Coulter, seconded by Michael Collins, it was unanimously

Voted: To acknowledge receipt of the Reconciliation Report June, 2012 for the Federal program 49-1

Ayes: 4 Nays: 0 Abstained: 0

On a motion by Michael Collins, seconded by John Zigouras, it was unanimously

Voted: To acknowledge receipt of the Monthly Financial Reports for

May 31, 2012

Ayes: 4 Nays: 0 Abstained: 0

On a motion by Stephen Coulter, seconded by Michael Collins, it was unanimously

Voted: To acknowledge receipt of the Director's Report for July 10, 2012

Ayes: 4 Nays: 0 Abstained: 0

A recommendation was presented by the Executive Director and the Maintenance Supervisor of their

selection for the part time seasonal maintenance helper position. Upon review, the Board accepted the recommendation to hire Paul Cheney and Denise Lovell.

On a motion by John Zigouras, seconded by Michael Collins, it was unanimously
Voted: To acknowledge receipt and approve the Federal Program
MA049-1 Operating Budget Revision for FYE 9/30/12

Ayes: 4 Nays: 0 Abstained: 0

On a motion by Michael Collins, seconded by Stephen Coulter, it was unanimously
Voted: To acknowledge receipt and approve the Civil Rights Certification for the Federal Program MA049-1
Ayes: 4 Nays: 0 Abstained: 0

Discussion relative to the Civil Rights Certification ensued. Board members inquired if employees receive information acknowledging that the Scituate Housing Authority is obligated to furthering fair housing. The Executive Director indicated that she would confirm and provide copy if such documentation addressing this topic is provided.

Certifications required under Public Housing Notice 2012-01

Discussion began with the Chair asking if Stephen Coulter was going to sign the Certifications.

Mr. Coulter said he had emailed the Executive Director requesting that she forward his email with his own Certification attached to the Fee Accountant, Rich Conlon for his signature. The Executive Director had received the email July 9, 2012 at 4:01PM and the email was forwarded the next business day, July 10, 2012 to Rich Conlon. Mr. Conlon replied asking the Executive Director to provide the Compilation Certification letter that he includes in his monthly financial package as certification of the services he provides. If Mr. Coulter had any questions, he could telephone Rich for further explanation.

All members were given a copy of the Compilation Certification letter from the accountant for their review. Mr. Coulter said he just got the letter and needed to review it before deciding if this was enough for him to feel comfortable signing the certifications.

The Chair reviewed steps the Board has taken to date to address concerns of the remaining members that have not signed the Certifications, 1. Fee Accountant Rich Conlon addressed the Board and recommended signing; 2. Town Counsel had no problem with signing; 3. Town Moderator Rich Bowen addressed the Board and recommended signing. Members were reminded that at the last month's meeting a deadline was set by Board vote to sign or resign at this meeting, July 10, 2012. It was noted that this would be presented to the Selectmen for a resolution as the Board has tried to resolve it unsuccessfully. Other members voiced their frustration with the situation. Mr. Collins said the Board has tried working with the two members who have not signed, but he's not sure if they ever want to sign. Mr. Zigouras voiced his frustration of fielding questions from people in the Town who voted for him and finds it difficult to explain the situation. He said if he could not sign, he would resign so the Housing Authority could move on and the tenants could have the funds available to them for necessary repairs. Mr. Zigouras said the meeting at the State House proved that there would be no change to the language so that's it, either sign or move on to another position.

Mr. Coulter said the safety of the tenants has never been an issue. Mr. Zigouras disagreed. Mr. Collins urged caution and prudence not to take that risk and that the pendulum could swing the other way at some point.

On a motion by Michael Collins, seconded by John Zigouras, it was
Voted: To bring the issue of members' refusal to sign Certifications to the Selectmen of the Town of Scituate for further review and possible removal of members

Ayes: 3 Nays: 1 Abstained: 0

Ayes: Patricia Butler, John Zigouras and Michael Collins

Nays: Stephen Coulter

At this point in the meeting, it was decided to get Fee Accountant Rich Conlon on the telephone to review the Certifications and answer any questions members might have.

Mr. Conlon assured the Board that he has no concerns with this Housing Authority and that there has to be faith from top to bottom that everyone is doing their job, from the staff, to the Accountant to the Board. He

did not see an issue in signing the Certifications and he would not have a problem signing himself. Mr. Conlon suggested as an added control that the Board could vote to approve Accounts Payable as a package at each meeting.

Old Business

Driftway Property-MHP and McKenzie-tabled
COA-tabled

New Business

On a motion by Stephen Coulter, seconded by John Zigouras, it was unanimously

Voted: To adjourn the meeting, the time being 6:30PM

Ayes: 4Nays: 0Abstained: 0

(Seal) _____

Kathy J. DeMarsh, Secretary