

Scituate Housing Authority, June 11, 2013

A SCITUATE HOUSING AUTHORITY REGULAR MEETING WAS HELD ON
TUESDAY, JUNE 11, 2013 AT 5:00 PM AT 791 COUNTRY WAY IN SCITUATE, MA.

Call to Order: 5:07 PM

Present: Stephen Coulter

Theresa Martini

Michael Collins

John Zigouras

Elizabeth Judge

Absent:

Also Present: Martin O'Toole, Selectman, Town of Scituate; Joe Armstrong, Affordable Housing Development Consultant, Multifamily Capital Resources, Inc; Kathy DeMarsh, Executive Director and Secretary to the Board

Bills and Communications

Martin O'Toole, liaison to the Scituate Housing Authority for the Board of Selectmen attended the meeting and introduced himself to the Board members.

Joe Armstrong of Multifamily Capital Resources, Inc. was invited to the meeting and opened with a brief background of his experience in developing affordable housing. Mr. Armstrong offered to work pro bono with the Scituate Housing Authority Board to develop an RFP package for an experienced developer to achieve the Board's vision for the Driftway property. Joe offered to email his recommendations to the Board for consideration.

On a motion by Stephen Coulter, seconded by Theresa Martini, it was unanimously
Voted: To acknowledge receipt and approve the May Accounts Payable warrant and Payroll Journal
Ayes: 4 Nays: 0 Abstained: 0

On a motion by Stephen Coulter, seconded by Michael Collins, it was unanimously
Voted: To approve the April 16, 2013 and May 14, 2013 Meeting Minutes as written
Ayes: 3 Nays: 0 Abstained: 1

On a motion by Stephen Coulter, seconded by Michael Collins, it was unanimously
Voted: To acknowledge receipt of the Maintenance Report of June 11, 2013
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 Reconciliation Reports for
May, 2013

Ayes: 4 Nays: 0 Abstained: 0

On a motion by Theresa Martini, seconded by Stephen Coulter, it was unanimously
Voted: To acknowledge receipt of the Monthly Financial Reports for April 30, 2013
Ayes: 4 Nays: 0 Abstained: 0

On a motion by Stephen Coulter, seconded by Theresa Martini, it was unanimously
Voted: To acknowledge receipt of the Director's Report of
June 11, 2013

Ayes: 4 Nays: 0 Abstained: 0

The Board was presented with a copy of the building permit for project No. 264021 as requested. for approval of.

On a motion by Michael Collins, seconded by Theresa Martini, it was unanimously
Voted: To acknowledge receipt and approve the Certificate of Substantial Completion and the Application and Certificate for Payment for the Roof Replacement Project No. 264021.

Ayes: 4 Nays: 0 Abstained: 0

On a motion by Michael Collins, seconded by Theresa Martini, it was unanimously
Voted: To acknowledge receipt and approve Change Order #1 for the Contract No. 2012-02, Masonry
Restoration at Central Park.

Ayes: 4 Nays: 0 Abstained: 0

Old Business

No Smoking Policy- tabled

New Business

Reorganization of the Board

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

Voted: To elect Stephen Coulter as Chairman of the Board of

Commissioners for the Scituate Housing Authority

Ayes: 4 Nays: 0 Abstained: 0

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

Voted: To elect Michael Collins as Vice Chairman of the Board of

Commissioners for the Scituate Housing Authority

Ayes: 4 Nays: 0 Abstained: 0

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

Voted: To elect John Zigouras as Treasurer of the Board of

Commissioners for the Scituate Housing Authority

Ayes: 4 Nays: 0 Abstained: 0

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

Voted: To elect Theresa Martini as 1st Vice Treasurer of the Board of

Commissioners for the Scituate Housing Authority

Ayes: 4 Nays: 0 Abstained: 0

On a motion by Stephen Coulter, seconded by Theresa Martini, it was unanimously

Voted: To adjourn the meeting, the time being 6:35PM

Ayes: 4 Nays: 0 Abstained: 0

(Seal) _____
Kathy J. DeMarsh, Secretary