

## **Scituate Housing Authority, May 14, 2013**

A SCITUATE HOUSING AUTHORITY REGULAR MEETING WAS HELD ON  
TUESDAY, MAY 14, 2013 AT 5:00 PM AT 791 COUNTRY WAY IN SCITUATE, MA.

Call to Order: 5:05 PM  
Present: Michael Collins  
Stephen Coulter  
Theresa Martini  
John Zigouras  
Absent:

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

### **Bills and Communications**

On a motion by Michael Collins, seconded by Theresa Martini, it was unanimously  
Voted: To acknowledge receipt and approve the April Payroll Journal

Ayes: 4 Nays: 0 Abstained: 0

On a motion by John Zigouras, seconded by Michael Collins, it was unanimously  
Voted: To acknowledge receipt and approve the April Accounts Payable warrant

Ayes: 4 Nays: 0 Abstained: 0

On a motion by John Zigouras, seconded by Michael Collins, it was unanimously  
Voted: To approve the February 26, 2013 Meeting Minutes as written

Ayes: 3 Nays: 0 Abstained: 1

On a motion by Michael Collins, seconded by John Zigouras, it was unanimously  
Voted: To approve the March 12, 2013 Meeting Minutes as written

Ayes: 3 Nays: 0 Abstained: 1

On a motion by Michael Collins, seconded by John Zigouras, it was unanimously  
Voted: To acknowledge receipt of the Reconciliation Reports for

April, 2013

Ayes: 3 Nays: 0 Abstained: 1

On a motion by John Zigouras, seconded by Michael Collins, it was unanimously  
Voted: To acknowledge receipt of the Monthly Financial Reports for March 31, 2013

Ayes: 3 Nays: 0 Abstained: 1

On a motion by Michael Collins, seconded by John Zigouras, it was unanimously  
Voted: To acknowledge receipt of the Director's Report of

May 14, 2013

Ayes: 3 Nays: 0 Abstained: 1

The Board was presented with the Certificate of Substantial Completion and the Certificate of Final Completion for the Roof Replacement project No. 264021, for approval. Member, Michael Collins suggested that the Board wait to approve the Certificates until the contractor, WPI Construction provides to the Housing Authority the required permit from the inspection department.

### **Old Business**

#### **New Board Member**

Theresa Martini was welcomed to her first meeting of the Scituate Housing Authority Board of Commissioners. Terri was elected to the seat in the Town election for a term of five years.

Generators- it was suggested that the Executive Director look into the possibility of CPA funds to be used towards generators.

No Smoking Policy-Discussion ensued. The Executive Director advised the Board that several other housing authorities have instituted No Smoking policies. The Board suggested that we have an effective date of January 1, 2014 for all parks to be Smoke Free properties and that a vote on the Lease Addendum would take place at the next regular meeting.

#### New Business

Housing Consultant-Member, Stephen Coulter informed the Board that he had spoken with Joe Armstrong about developing the Driftway property. Joe had done some work on this for the SHA Board in the past and indicated to Stephen that he would be happy to attend a meeting to discuss possibilities with the Board. Stephen offered to contact Joe to see if he could attend the June 11, 2013 meeting of the Housing Authority.

A policy was discussed for exterior and grounds of leased property at Central Park.  
On a motion by John Zigouras, seconded by Theresa Martini, it was unanimously  
Voted: To set the Policy for Governing Exterior and Grounds of Leased Property at Central Park  
Ayes: 4 Nays: 0 Abstained: 0

On a motion by John Zigouras, seconded by Michael Collins, it was unanimously  
Voted: To adjourn the meeting, the time being 6:05PM  
Ayes: 3 Nays: 0 Abstained: 0

(Seal) \_\_\_\_\_  
Kathy J. DeMarsh, Secretary