

Scituate Housing Authority, January 10, 2012

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

Call to Order:6:05 PM

Present: Stephen Coulter
John Zigouras
Maryanne Lewis (6:05PM)

Absent: Michael Collins
Patricia Butler
Rob Garrett, Maintenance Supervisor

Also Present: Kathy DeMarsh, Executive Director and Secretary to the Board
Susan Connelly, Mass Housing Partnership; Deb Keller, McKenzie Engineering Group

Bills and Communications

On a motion by Maryanne Lewis, seconded by John Zigouras, it was unanimously
Voted: To approve the November 8, 2011 Meeting Minutes as written
Ayes: 3 Nays: 0 Abstained: 0

On a motion by Maryanne Lewis, seconded by John Zigouras, it was unanimously
Voted: To approve the December 13, 2011 Meeting Minutes as written
Ayes: 3 Nays: 0 Abstained: 0

Receipt of the Maintenance Reports of December 13, 2011 and January 10, 2012 was tabled to the
February meeting.

On a motion by Stephen Coulter, seconded by John Zigouras, it was unanimously
Voted: To acknowledge receipt of the Reconciliation Reports for
November 2011 and December 2011
Ayes: 3 Nays: 0 Abstained: 0

On a motion by Maryanne Lewis, seconded by John Zigouras, it was unanimously
Voted: To acknowledge receipt of the Monthly Financial Reports for September 2011, October 2011 and
November 2011
Ayes: 3 Nays: 0 Abstained: 0

Receipt of the Director's Reports of December 13, 2011 and January 10, 2012 was tabled to the February
meeting

Receipt and approval of the Year End Financial Statements Certification, Executive Director Salary
Certification, and Budget Certifications for FY beginning 10-1-11 was tabled.

On a motion by John Zigouras, seconded by Stephen Coulter, it was unanimously
Voted: To approve the Certificate of Completion and Final Payment to Brite-Lite Electrical Co. for the
Intercom System Replacement Project at Central Park
Ayes: 3 Nays: 0 Abstained: 0

Old Business

Driftway Property-

Deb Keller of McKenzie Engineering Group attended the meeting for Brad McKenzie to discuss with Board
members their ideas for conceptual drawings of cluster housing in order to more clearly define the scope of

engineering work required.

Discussion ensued and the attending members requested 3 possible options: 1. Detached Single Family Lot Layout using footprint of 800-1000 sq. ft. with a mix of 1 and 2 bedrooms and a mix of 1 car garage and no garage 2. Attached Townhouse Unit Layout using 1 bedroom units to maximize the no. of units and 3. Mixed Use Layout using a combination of both detached single family lots and attached townhouse units. After Ms. Kellor left, the Board requested that we get a cost proposal from McKenzie before moving forward with the work.

Susan Connelly of MHP attended the meeting to present her analysis for development of affordable housing on the Driftway property. Susan provided two preliminary budgets using numbers from similar type developments, one using tax credits and one without tax credits. She indicated that the next round of tax credits are for repeat applications for projects already in the pipeline that have been waiting up to four years for funding. Ms. Connelly also emphasized that there are no resources for home ownership. Rentals are easier to finance right now. Banks are not giving construction loans. She suggested that we need to ask "Who are we supporting with affordable, single detached homes with one bedroom? What are the needs of the community for affordable housing?"

The topic of window boxes was tabled to the next meeting.

New Business

The topic of the Executive Director Contract was tabled to the next meeting.

The topic of the Salary Increase for the Administrative staff was tabled to the next meeting.

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

Voted: To adjourn the meeting, the time being 6:55PM

Ayes: 3 Nays: 0 Abstained: 0

(Seal) _____
Kathy J. DeMarsh, Secretary