

**A SCITUATE HOUSING AUTHORITY REGULAR MEETING WAS HELD ON  
TUESDAY, JULY 9, 2019 AT 6:00 PM AT 791 COUNTRY WAY IN SCITUATE, MA.**

**Call to Order:** 6:01 PM  
**Present:** Stephen Coulter  
Tamara Durante  
Jill Caffrey  
Jon Duane

**Absent:**  
**Also Present:** Kathy DeMarsh, E.D., Secretary to the Board; Rich Conlon, Fee Accountant

**Bills and Communications**

On a motion by Tamara Durante, seconded by Jill Caffrey, it was unanimously

**Voted:** To accept the agenda for July 9, 2019  
Ayes: 3                      Nays: 0                      Abstained: 0

On a motion by Jill Caffrey, seconded by Jon Duane, it was unanimously

**Voted:** To acknowledge receipt and approve the Accounts Payable warrant and Payroll Journal for May, 2019 and June, 2019  
Ayes: 4                      Nays: 0                      Abstained: 0

On a motion by Jill Caffrey, seconded by Jon Duane, it was unanimously

**Voted:** To approve the May 21, 2019 Regular Meeting Minutes as written  
Ayes: 4                      Nays: 0                      Abstained: 0

On a motion by Jill Caffrey, seconded by Jon Duane, it was unanimously

**Voted:** To acknowledge receipt of the Reconciliation Reports for May, 2019 and June 2019  
Ayes: 4                      Nays: 0                      Abstained: 0

On a motion by Jill Caffrey, seconded by Jon Duane, it was unanimously

**Voted:** To acknowledge receipt of the Monthly Financial Reports-Cost Comparatives for April, 2019 and May 2019  
Ayes: 4                      Nays: 0                      Abstained: 0

On a motion by Jon Duane, seconded by Jill Caffrey, it was unanimously

**Voted:** To acknowledge receipt of the Director's report of July 9, 2019  
Ayes: 4                      Nays: 0                      Abstained: 0

On a motion by Jon Duane, seconded by Jill Caffrey, it was unanimously

**Voted:** To acknowledge receipt and approve FYE 9/30/19 Budget Revision No. 1 for the state 400-1 Program  
Ayes: 4                      Nays: 0                      Abstained: 0

On a motion by Jill Caffrey, seconded by Jon Duane, it was unanimously

**Voted:** To acknowledge receipt and approve the Certificate of Substantial Completion, the Certificate of Final Completion and Application and Certificate for Payment No. 3 in the amount of \$5,894.50 for Project 264052, WP I Window Replacement Project, Phase II from Vareika Construction, Inc.  
Ayes: 4                      Nays: 0                      Abstained: 0

On a motion by Jon Duane, seconded by Jill Caffrey, it was unanimously

**Voted:** To acknowledge receipt and approve the updated Terms of Service Agreement with the RCAT Program (Regional Capital Assistance Team)  
Ayes: 4                      Nays: 0                      Abstained: 0

Discussion ensued about a possible Management Agreement between the Scituate Housing Authority and the Cohasset Housing Authority.

Board members were agreeable if it did not interfere with the management of the Scituate Housing Authority. The executive director said she would keep the board informed of any update on the situation.

**Old Business**

Lawson Green Apartments Development

Chairman Coulter provided a brief update on the project advising board members that Grantham Group had received approval of funding and projected breaking ground sometime in October.

**New Business**

**Adjourn**

On a motion by Jon Duane, seconded by Jill Caffrey, it was unanimously

**Voted:** To adjourn the meeting, the time being 6:47 PM  
Ayes: 3                      Nays: 0                      Abstained: 0

(Seal)

Kathy J. DeMarsh  
Kathy J. DeMarsh, Secretary