

**A SCITUATE HOUSING AUTHORITY REGULAR MEETING WAS HELD ON
TUESDAY, DECEMBER 13, 2016 AT 6:00 PM AT 791 COUNTRY WAY IN SCITUATE, MA.**

Call to Order: 6:00 PM
Present: Stephen Coulter
Jody McDonough
Michael Collins
Jon Duane

Absent:

Also Present: Kathy DeMarsh, Executive Director and Secretary to the Board;
Rob Garrett, Director of Operations; Tenants of the Scituate Housing Authority
Therese Duane, Tenant and Jack Cooper, Executive Director of the Mass Tenants Union

Bills and Communications

On a motion by Michael Collins, seconded by Jon Duane, it was unanimously

Voted: To acknowledge receipt and approve the Accounts Payable warrant and Payroll Journal for
November 2016
Ayes: 4 Nays: 0 Abstained: 0

On a motion by Jody McDonough, seconded by Jon Duane, it was unanimously

Voted: To approve the November 1, 2016 Regular Meeting Minutes as written
Ayes: 4 Nays: 0 Abstained: 0

On a motion by Michael Collins, seconded by Jon Duane, it was unanimously

Voted: To acknowledge receipt of the Reconciliation Reports for
November, 2016
Ayes: 4 Nays: 0 Abstained: 0

On a motion by Jody McDonough, seconded by Jon Duane, it was unanimously

Voted: To acknowledge receipt of the Monthly Financial Reports-Cost Comparatives for
October, 2016
Ayes: 4 Nays: 0 Abstained: 0

On a motion by Jon Duane, seconded by Jody McDonough, it was unanimously

Voted: To acknowledge receipt of the Director's Report of December 13, 2016
Ayes: 4 Nays: 0 Abstained: 0

On a motion by Jon Duane, seconded by Michael Collins, it was unanimously

Voted: To acknowledge receipt and approve Change Order No. 3 for Project 264033/264042, WP II
Exterior Wood Trim Repairs, Phase II in the amount of \$6,825.
Ayes: 4 Nays: 0 Abstained: 0

John Danehy, Esq. attended the meeting with clients, Jason and Christine Swan. The Swans own the property abutting the Etrusco Association and are looking to buy an additional 8,000 sq. ft. from the Etrusco to make it a buildable lot. They are requesting that the SHA consider releasing a restriction on the land deeded to the Etrusco. Board member, Jon Duane stated that if the covenant was extended by Alan Wheeler with the restriction, the Scituate Housing Authority may be unable to release it. Attorney Danehy told the Board he would be willing to conduct a title search and come back to the Board with his findings.

Scituate Tenants- Board members were provided with all documentation submitted by Ms. Duane in her request for formal recognition as an LTO. The material was reviewed with the attorney for the Scituate Housing Authority and a letter was sent to Ms. Duane for clarification on several items to confirm that the requirements of the elections were met. Representing the Scituate tenants, Therese Duane addressed the Board in response to the letter she received from the Scituate Housing Authority. She could not say if Ms. Jane Hollis had any experience supervising elections, a requirement of the Regulation 760 CMR 6.09. She said one of the other tenants referred Ms. Hollis as a disinterested person to supervise the election of Board members for the tenants association. Jack Cooper, Executive Director for the Mass Tenants Union introduced himself and gave the Board a brief background of his experience with the Mass Tenants Union. Mr. Cooper stated that he provided technical assistance to the group of tenants in Scituate and that as a start-up organization he thought they met the minimum standards. Ms. Duane said that a general meeting was held to see if residents were for or against a tenants association. Out of 158 units a total of 14 people came to the election to vote. All 158 units were invited. The question was raised that there is concern that they do not represent all tenants because of the number of people that voted. Ms. Duane was asked by the Board to submit her response to the letter in writing to the Scituate Housing Authority for review.

See minutes attached for the remainder of the meeting as recorded by Board member, Jody McDonough as Executive Director, Kathy DeMarsh had to leave the meeting.

(Seal)

Kathy J. DeMarsh
Kathy J. DeMarsh, Secretary