

Minutes of Annual Board Meeting - Swampscott Housing Authority
6 Duncan Terrace
Swampscott, MA 01907 5:30 PM

Received by Town Clerk
April 3, 2024 2:20pm

December 12, 2023

Meeting called to order by Chairperson, Catherine Esteverena @ 5:31PM

Kevin Johnson Roll call: Charlie Patsios (Vice Chairperson), Paul Green (Vice Treasurer), Catherine Esteverena (Chairperson), Cynthia Tennant (Board Member) Sean Regan (Treasurer) Gina Cordy (Resident Service Coordinator)

*Chairperson Catherine Esteverena made a Motion to accept previous meeting minutes- Cynthia seconded

<u>Ayes</u>	<u>Nays</u>
Charlie Patsios	0
Sean Regan	
Paul Green	

Executive Director Report

Kevin-work orders; trying to get maintenance to get work orders cleared.

Catherine would like a simplified work order report-is able to get Kevin a sample of the previous work order report.

There is a fine for vacant units \$1400. Catherine wasn't aware of vacant units. Would like more communication around this. Turnaround of units should be 21 days, depending upon the condition of the units. Tenant selection also creates delays in turnaround.

New state version of what used to be MRVP-SHA no longer in control of managing their waitlist Cynthia had a question about the difference between 17,900 in November and December's 20,000+ waitlist numbers; also wants to know if those on the list are the immigrants the state is trying to house.

Old Business:

Bylaws

Sean-Reached out to Driscoll about rates-haven't heard back yet. Will give them a few more days to respond and if not, will reach out to a few others.

Catherine-

Personnel policy updates –

The digital policy hasn't been located. Latest amendment was 2020. Do we need an attorney for the personnel policy updates? Catherine will check out Topsfield personnel policy for guidance.

Commissioner Tennant-

Bond meeting

\$4 billion Affordable Homes Act proposed by Gov. Healey

1.6 billion to be allocated for the repair, rehabilitation and modernization of the state's more than 43,000 public housing units.

New Business

Kevin-RSC award. State has increased the RSC money \$10,000 to use with/for residents

*Cynthia Tennant made motion to accept the money from the state

Paul Green seconded

<u>Ayes</u>	<u>Nays</u>
Charlie Patsios	0
Catherine Esteverena	
Sean Regan	

Joe Spindler-no Tenant Association report this month

Commissioner Esteverena-Board members need to get up to date on their trainings.

Commissioner Esteverena

Election of new officers-

Chair, Vice Chair, Treasurer, Board Member

*Chairperson

Charlie Patsios made a motion that Catherine Esteverena continue to be the Chairperson. Cynthia seconded. Commissioner Esteverena accepted the nomination to continue as Chairperson.

<u>Ayes</u>	<u>Nays</u>
Paul Green	0
Sean Regan	

Treasurer

*Charlie made a motion that Sean Regan remain treasurer.

Cynthia made a motion that Paul Green becomes treasurer.

*Sean Regan withdrew as treasurer. Paul Green accepted his nomination as treasurer.

Paul Green is the new treasurer.

<u>Ayes</u>	<u>Nays</u>
Paul Green	0
Catherine Esteverena	
Charlie Patsios	

Sean Regan abstaining from the vote.

Vice-Chair

*Vice Chairperson-Charlie Patsios nominated Sean as Vice Chair. Sean refused the nomination. Commissioner Sean Regan nominated Charlie Patsios to continue as Vice-Chair. Charlie accepted the nomination and will continue in the role of Vice-Chair.

<u>Ayes</u>	<u>Nays</u>
Paul Green	0
Catherine Esteverena	
Sean Regan	
Cynthia Tennant	

Cynthia Tennant will continue as a board member.

Vice-Chair- discussed the idea of expanding the housing authority and informed that the parcel across the street is not available to be acquired.

*Motion to adjourn

Chairperson Catherine Esteverena-made motion to adjourn, Charlie Patsios seconded.

<u>Ayes</u>	<u>Nays</u>
Cynthia Tennant	0
Paul Green	
Sean Regan	

Meeting adjourned at 6:09pm