

**Scituate Housing Authority**  
791 Country Way  
Scituate, Massachusetts 02066  
Telephone 781-545-3375 Fax 781-544-0058

KATE LEAHY, Chairperson  
JILL CAFFREY  
JILL BERESFORD  
HERBERT OSBORNE  
JON DUANE

Dan Ouellette, CME  
Executive Director

**MEETING AGENDA -- Amended**

FOR THE SCITUATE HOUSING AUTHORITY'S REGULAR MEETING TO BE HELD ON  
TUESDAY, AUGUST 13, 2024 AT 6:30 PM AT 791 COUNTRY WAY IN SCITUATE, MA.

**CALL TO ORDER**                      **TIME:** \_\_\_\_\_

**Roll Call**

1. Approval of July 16, 2024 Minutes
2. Acknowledge receipt/approve Accounts Payable Warrant
3. Monthly Financial & Reconciliation Reports ( June is Third Quarter and may not be ready.)
4. Acknowledge receipt of the Director's Report of August, 2024

**New Business**

- A. Authorize E.D to sign Cert of Final Completion for Fire Alarm Project (FISH 264081)
- B. Authorize E.D. to sign Cert of Completion for Wheeler Park Porch Renovations (FISH 264075)
- C. Approve Clarifications/ Amendments to the Personnel Policy (Director's Report)
- D. Inform Board of Progress in Capital Improvement Projects (Director's Report)
- E. Appoint Commissioners to Policy Committee
- F. Appoint Commissioner as HUD eLOCCs Coordinator to replace Jon Duane
- G. Support Re-appointment of Jill Caffrey to SHA Board
- H. Review possible commissioner candidate.
  
- I. Commissioner comments
- J. Adjourn

Executive Session: none

AFTER THE MEETING:  
Ongoing Sessions



*Dan Ouellette*

**Dan Ouellette, Exec. Dir.**