Scituate Housing Authority
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KATE LEAHY, Chairperson
JILL CAFFREY
JILL BERESFORD
HERBERT OSBORNE
JON DUANE

Dan Ouellette, CME
Executive Director

MEETING MINUTES

SCITUATE HOUSING AUTHORITY'S REGULAR MEETING HELD ON TUESDAY, JULY 16, 2024 AT 6:30 PM AT 791 COUNTRY WAY IN SCITUATE, MA.

CALL TO ORDER TIME: 6:30

Roll Call Attending: Jill Beresford, Jill Caffrey, Herb Osborne
Absent: Jon Duanne, Kate Leahy
Other attendees: Richard Conlon (Marcum) Dan Ouellette

1. Approval of June 2024 Minutes
   Motion By: H. Osborn Second: J. Berresford Vote: Unanimous In Favor
2. Acknowledge receipt/approve Accounts Payable Warrant
   Motion By: J. Berresford Second: H. Osborn Vote: Unanimous In Favor
3. Monthly Financial & Reconciliation Reports (Apil and May)
   Motion By: H. Osborn Second: J. Berresford Vote: Unanimous In Favor
4. Acknowledge receipt of the Director's Report of July, 2024
   Motion By: H. Osborn Second: J. Berresford Vote: Unanimous In Favor

New Business

A. Authorize Revised Budget submission **(SEE Language by EOHLC)**
   Motion By: H. Osborn Second: J. Berresford Vote: Unanimous In Favor
   Richard Conlon reviewed the Budget Revision change items and current status.

B. Authorize E.D. to submit the HUD 5 year PHA Plan.
   Motion By: H. Osborn Second: J. Berresford Vote: Unanimous In Favor

C. Authorize E.D. to act as Monitor Agent for Harborside
   Motion By: J. Berresford Second: H. Osborn Vote: Unanimous In Favor

D. Approve E.D. income from sale of affordable housing unit.
   Motion By: J. Berresford Second: H. Osborn Vote: Unanimous In Favor

E. Inform Board of Progress in Capital Improvement Projects: See Director's Report

F. Inform the Board of new hire: Resident Service Coordinator Cullen Sweeney starts Monday

G. Commissioner comments
   H.Osborn reminded the board we need to appoint a HUD Coordinator to replace J. Duane
   H.Osborn reminded the board of past intent to have a committee review SHA policies.
   Both these will be in the next SHA Agenda

H. Adjourn 7:35pm
   Motion By: H. Osborn Second: J. Berresford Vote: Unanimous In Favor

Executive Session: none