

MINUTES OF MEETING
MARSHFIELD HOUSING AUTHORITY
March 12, 2018

Meeting called to order at 5:37 p.m. Members present: John Daley, Kevin Cantwell, Kerry Richardson, Dianne Rodger. Members absent: Brittany Cavallo. Also present: Jennifer Russell, Executive Director, Bob Curran, Maintenance Supervisor.

Residents present: Ralph Coates, Frank LaChimia

Resident concerns: Some of the emergency lights did not go on or stay on when we lost power in storm Riley.

Staff Reports

-Bills – Motion to approve December bill payments numbered 11707 - 11744 with two electronic transfers in the amount of \$33,354.74 made by John Daley and seconded by Kevin Cantwell. All in favor.

-Accountant – John Daley made a motion to approve financial statements for period ending January 2018. Kerry Richardson seconded motion. Motion passed unanimously.

1. Motion to approved meeting minutes of February 5, 2018 made by John Daley and seconded by Kevin Cantwell. Kerry Richardson and Dianne abstained as they were not in attendance at the February meeting.
2. At 6:20 pm a motion to enter into Executive Session made by Kevin Cantwell and seconded by John Daley to discuss Executive Director contract, to return to open session. Roll call vote: John Daley - aye; Kevin Cantwell - aye; Kerry Richardson - aye; Dianne Rodger - aye.
- At 6:35pm a motion to close Executive Session and return to the regular meeting made by John Daley, seconded by Kevin Cantwell. Vote was unanimous. Roll call vote: John Daley - aye; Kevin Cantwell - aye; Kerry Richardson - aye; Dianne Rodger - aye.
3. Discussion to correct the hours shown on the DHCD calculation worksheet from 33 (hours office is open) to 32 (hours Executive Director is in office). Ms. Russell agreed to change the worksheet for Board approval.

4. Motion to adjourn at 6:43pm made by John Daley and seconded by Kevin Cantwell.
Vote was unanimous.

5. Next meeting date is April 2, 2018.

Respectfully submitted,

Jennifer Russell
Executive Director