

MINUTES OF MEETING
MARSHFIELD HOUSING AUTHORITY
April 2, 2018

Meeting called to order at 5:33 p.m. Members present: John Daley, Kevin Cantwell, Kerry Richardson, Brittany Cavallo. Members absent: Dianne Rodger. Also present: Jennifer Russell, Executive Director, Robert Curran, Maintenance Supervisor.

Residents present: Ralph Coates, Frank LaChimia, Gary Hillman, Constance Hillman, Sandra Murphy

Resident concerns: emergency lights, condition of walkways

Staff Reports

-Bills – Motion to approve December bill payments numbered 11745 - 11811 with two electronic transfers in the amount of \$45,741.66 made by John Daley and seconded by Brittany Cavallo. All in favor.

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

1. Motion to write off tenant accounts receivable balances of tenant ID #86 (vacated) in the amount of \$290.76 and tenant ID #24 (deceased) in the amount of \$1360.00 made by John Daley and seconded by Kerry Richardson. Vote was unanimous.

2. It was decided to delay the vote on the Tea Rock Porch and Grounds Policies until Executive Director meets with the tenants to review.

3. Board re-organization and appointment of Housing Partnership liaison was tabled until our next meeting after the Town election.

4. Motion by John Daley to approve minutes of March 12, 2018 as amended by John Daley and seconded by Kerry Richardson. Pass unanimously. Kevin Cantwell made a motion to approve meeting minutes of March 12th Executive Session. Motion seconded by Kerry Richardson. Pass unanimously.

5. Motion to adjourn at 6:14pm made by John Daley and seconded by Kerry Richardson. Vote was unanimous.

6. Next meeting date is May 7, 2018.

Respectfully submitted,

Jennifer Russell
Executive Director