

Members of the Swampscott Housing Authority met in Regular Session February 18, 2020 at 5:30PM at 6 Duncan Terrace in Swampscott, Massachusetts.

The meeting was called to order by the Chairperson at 5:30 PM. Upon roll call, those present and those absent were as follows:

PRESENT: James Lombard John (Jay) McLaughlin Richard Callahan  
Catherine Esteverena (telephone)

ABSENT: None

ALSO, PRESENT: Donna McDonald, Acting Secretary; Marilyn Hurwitz, Director Swampscott Senior Center; Irma Cruz; Amy LaFave

Notice is hereby given in accordance with §23A of Chapter 39 of the General Laws, NOTICE OF MEETING, as amended, that a Regular Meeting of the Swampscott Housing Authority will be held on Tuesday, February 18, 2020 at 5:30 PM at 6 Duncan Terrace, Swampscott, Massachusetts.

SWAMPSCOTT HOUSING AUTHORITY

Donna McDonald

Acting Secretary

February 18, 2020

I, Donna McDonald, the duly appointed and qualified Secretary of the Swampscott Housing Authority, do certify that on February 12, 2020, I filed with the Town Clerk of the Town of Swampscott, A Notice of Meeting, of which the foregoing is a True and Correct Copy.

Notice of Regular Meeting with certification as to the service of the Notice of Regular Meeting attached thereto, and the waiver of Notice and Consent of the Regular Meeting as signed by members of said Authority, were read and ordered spread upon the minutes of this Regular Meeting and filed for the record.

#### NOTICE OF REGULAR MEETING

John (Jay) McLaughlin, Chairperson

Richard Callahan, Vice Chairperson

James Lombard, Treasurer

Catherine Esteverena, Vice Treasurer

You are hereby notified that the members of the Swampscott Housing Authority are called in Regular Session at 5:30 PM on Tuesday, February 18, 2020 at 6 Duncan Terrace, Swampscott, Massachusetts.

MOTION: by Richard Callahan to approve the Minutes of the January 14, 2020 meeting as presented.

SECOND: John (Jay) McLaughlin

VOTE: Upon roll call the "Ayes" and "Nays" were as follows"

4 Ayes                      0 Nays

The Chairperson declared unanimous the vote to approve the minutes of the January 14, 2020 meeting as presented.

MOTION: by Richard Callahan to approve the February 2020 vouchers for payment as presented.

SECOND: by James Lombard

VOTE: Upon roll call the "Ayes" and "Nays" were as follows:

4 Ayes                      0 Nays

The Chairperson declared unanimous the vote to approve the February 2020 vouchers for payment as presented.

NEW BUSINESS:    Certificate of Deposits St Jeans' Credit Union and Eastern Bank

Mr. John McLaughlin updated the Board on the information he received from both institutions on the penalties of early withdrawal and the rate of a secured loan against the certificates.

Motion by John McLaughlin to contact the Authority's fee accountant, Jenna Milne, relay the early withdrawal penalty information vs secured loan to her and seek her best financial recommendation for the Authority.

Seconded by Richard Callahan

VOTE: Upon roll call the "Ayes" and "Nays" were as follows:

4 Ayes                      0 Nays

The Chairperson declared unanimous the vote to approve contacting the fee accountant is unanimous

The Chairperson called Ms. Irma Cruz to the meeting table for her interview for the advertised position of Executive Director. The Board Members asked why Ms. Cruz was interested in the position, what were her qualifications for the position, what are goals for her and for the Swampscott Housing Authority, what would she bring to the Authority and it's residents if hired the Board Members thanked for her time and would be in contact of any decision

The Chairperson called Ms. Amy LaFave to the meeting table for her interview for the advertised position of Executive Director. The Board Members asked why Ms. LaFave was interested in the position, what were her qualifications for the position, what are goals for her and for the Swampscott Housing Authority, what would she bring to the Authority and it's residents if hired the Board Members thanked for her time and would be in contact of any decision

After much discussion, the Board instructed the Executive Director do contact the references and perform a CORI background check on the candidate they were interested in hiring. If all the background information is positive, then the Board will make an employment offer.

No other Business before the Board

MOTION: by Richard Callahan to adjourn the February Board Meeting.

SECONDED: by James Lombard

VOTE: Upon roll call the "Ayes" and "Nays" were as follows:

4 Ayes

0 Nays

The Chairperson declared the vote to adjourn the February Board Meeting is unanimous.

Meeting Adjourned 7:15 PM

Next Meeting March 10, 2020