



Salisbury Housing Authority
23 Beach Rd.
Salisbury, MA 01952
Phone: 978 462 8600 Fax: 978 463 3512

**Minutes of the Regular meeting
April 9, 2026
5:00pm**

1. Pledge of Allegiance

2. Roll Call

Ralph Sweeney(via zoom due to illness), Jane Purinton, Donna Abdulla.

Absent

Monique Greilich.

Others Present

James Holt-Executive Director, Doug Batchelder- Director of Maintenance.

3. Moment of Reflection

Chairman Sweeney asked if there had been any recent deaths or hospitalizations. Moment of reflection for all residents that are ill.

4. Bills

The Board reviewed all bills from March, 2026.

Chairman Sweeney inquired about payment for Hall Pump Sales & Service for a bad transformer. Doug stated that it was for an electrical failure for the sewage pumps. This was not directly related to the sewage pump failure we experienced last year. Doug stated that we did have one of the pumps rebuilt and is on the maintenance shelf for now.

Motion to approve the bills for March, 2026 by Jane Purinton. Second by Donna Abdulla. All in favor. Vote was 3-0.

5. Minutes of the Regular Meeting of March 12, 2026.

The Board reviewed the minutes of March 12, 2026.

Motion by Jane Purinton to approve the minutes of March 12, 2026 as presented to the Board. Second by Donna Abdulla. All in favor. Vote was 3-0.

6. Correspondence

February 2026 Financial Statements

The Board reviewed the February financial statements. Jim stated the reserves stand at 75.13%. Spending so far has been ordinary. The board had no questions or concerns regarding the financial statements.

7. Executive Director Report

Application and Certificate for Payment #259050-Common Area Entry Door Replacement

The Board reviewed Application for Payment in the amount of \$259,009.20 Jim stated that he already approved the payment on March 13, 2026 to expedite payment to the contractor, NENA Construction, Inc. This is not the final payment as there will be an inspection of the work and a final punchlist issued if necessary.

Motion by Donna Abdulla to approve the Application for Payment in the amount of \$259,009.20. Second by Jane Purinton. All in favor. Vote was 3-0.

Contract for Accounting Services

The Board reviewed the 1/1/2026-12/31/2026 Contract for Accounting Service from Fenton, Ewald, and Associates. The scope of service will remain the same as usual. Paul Pavia will perform all necessary accounting services in connection with programs 667 and the Housing Choice Voucher program (HCV). The monthly fee for the 4001 program (667) will be \$658.00. The monthly fee for the HCV program will be \$505.00. Jim stated that this is about a 5% increase from last year which is in line with previous increases. The fee accountants handle much of the required EOHLC accounting submission, including the Annual Budgets, Year end Financials, and quarterly reporting.

Motion by Donna Abdulla to approve the Contract for Accounting Services for 1/1/2026-12/31/2026 as presented to the Board. Second by Jane Purinton. All in favor. Vote was 3-0.

8. Maintenance Report

Maintenance Director Doug Batchelder presented the board with the March 2026 Maintenance Report.

- 259250-Exterior Door Project. Ongoing
- 259054-Kitchen Modernization Project in planning stage. 16 kitchens in one building to be renovated.
- Mini Split System Replacement- Complete.
- Tractor Motor Replacement
- Received quote for adding backflow preventer to septic tank at Building D & E. The quote was approximately \$14,000. Jim and Doug will talk with our fee accountant about funding.
- Picnic tables ordered

Vacant units:

D1-Vacant-Projected completion date- 4/28/2026.

D11- Vacant -1/15/26. Projected ready date: 4/28/2026.

C12- Vacant-2/28/26. Projected ready date: 4/29/2026.

9. GMVTO Report

Cindy McMillan was in attendance to report on Greater Meadow Village Tenants Organization:

- Yard sales this year in May and September.
- 4th of July Cookout.
- Purchased new furniture for the Tenants Organization Office.
- Planning to Hold a breakfast for Veterans in November
- Planning Mothers Day Luncheon.

10. Public Comment

Cindy asked if the community room doors could be locked at all times and residents be given a key to access. There has been a transient person entering the community room and had to be taken out by the police. Doug will look into a lock system.

11. Adjournment

Motion to adjourn at 5:45pm by Donna Abdulla. Second by Jane Purinton . All in favor. Vote was 3-0.

Documents/Exhibits Used at Meeting

- *SHA Vendor Accounting Check Register Dated 3/1/2026-3/31/2026*
- *SHA Minutes for March 12, 2026 Board meeting*
- *Application for Payment #3*
- *Contract for Accounting Services*
- *February 2026 Financial Statements*
- *SHA Maintenance/Vacancy Report March- 2026*

Approved by BOC-May 14, 2026

James Holt

Executive Director