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MEETING NOTICE

POSTED IN ACCORDANCE WITH THE PROVISIONS OF MGL 30A §§18-25

Marblehead Housing Authority

Name of Board/Committee

Address of Meeting: 28 Powderhouse Court, Marblehead, MA

Room: Community Room

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|----------------|--------------|-----------|-------------|----------|-----------|-----------|
| <u>Tuesday</u> | <u>March</u> | <u>15</u> | <u>2022</u> | <u>2</u> | <u>30</u> | <u>PM</u> |
| Day of week | Month | Date | Year | Time | | |

Agenda or Topics to be discussed listed below (That the chair reasonably anticipates will be discussed)

1. Roll Call
2. Approval of Minutes of Regular Meeting held on February 15, 2022
3. Public/Resident Participation
4. Communications-Marblehead Housing Authority Department Reports (Work Order Report, Move In/Move Out report, Modernization Report, Service Coordinator Report)
5. Report of the Executive Director
6. New Business
 - a. Board Vote-Bill and Transfers for Period ending February 28, 2022
 - b. Board Vote-Monthly Balance Statement of Expenses and Revenues as prepared by Fenton, Ewald and Associates for period ending January 31, 2022
 - c. Board Vote-2022 Marblehead Housing Authority Budget (Presentation by Paul Pavia, Fee Accountant)
 - d. Board Vote-New Hire of Deborah Sutherland for Part-Time Housing Manager of 18 Hours per week for an annual salary of \$35,000.
 - e. Board Vote-Permanent Hire of Estelle Gifford for Accounting Coordinator of 18 hours per week for \$30/hour. Estelle was previously hired as a temporary employee by Executive Director in November of 2021.
 - f. Board Vote-Certificate of Final Completion for Modernization Project-Low Flow Toilet Replacements, Project #168109
7. Adjournment

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson: Joan Cutler
 Posted by: Cathy Hoog
 Date: 3/8/22