

**MINUTES OF THE
REGULAR MEETING
FOR THE MARBLEHEAD HOUSING AUTHORITY
Tuesday April 21, 2026
4:00 p.m.**

1. Called Meeting to Order at 4:00 p.m.

2. Roll Call

Present

Jenn Schaeffner
Terri Tauro
Kristin duBay Horton
Bill Kuker
Jean Eldridge

Absent

Also Present: Cathy Hoog, Executive Director, Gary Dean, Director of Operations and Luis Lopez, Director of Maintenance

3. Minutes of Previous Meeting(s)

Bill Kuker moved to approve the Minutes of the Regular Meeting held on March 17, 2026. Terri Tauro seconded the motion and the vote was as follows:

Ayes

Jenn Schaeffner
Kristin duBay Horton
Bill Kuker
Terri Tauro
Jean Eldridge

Nays

4. Tenant/Public Engagement

Anne Freedman, 10 Farrell Court-shares that she used the hill to the side of the community room to go into the community room this winter and slipped and broke her ankle. She shared that several people have fallen on the hill. She states an additional sidewalk is needed up this hill. Gary Dean explains that the hill is not a walkway, there is signage there to not use the hill as a walkway and that the walkway with a railing and stairs is only a few feet away and that residents should use the proper walkway to traverse to the community room. Anne also suggests a non-smoking memo be sent out. ED explained, it's a regular occurrence and that smoking complaints are a lease violation and dealt with the same as any/all lease violations.

Carol Eastman, Farrell Court- suggests planting plants on the hill that people use as a walkway that isn't a walkway to deter them from using the hill.

Judith Z. -Farrell Court-shares she is not interacting with staff due to legal involvement but shares concerns about residents smoking in the building and shares that it is increasing everywhere including smoking marijuana. She stated that this needs to be addressed and feels that no one is responding to her complaints.

Bill Kuker-shares that someone at Roads School had a complaint about smoking and he encouraged the resident to submit something to the Manager in writing.

Lynn Sweezy-Farrell Court-Suggests that building a laundry facility on the ground level by New Farrell Court would be helpful.

Elaine McGrath, Roads School-See attached documents for written comments on March 17, 2026 and April 21, 2026

5. Communications

MHA Department Reports (Move In, Move Out, Modernization Report, Completed Work Orders, Resident Services Report, Champ Data Report-ED summarized the reports asking Board members if they have any questions.

6. Items from the Commissioners

Kristin duBay Horton discusses importance of following up with resident concerns using the dogs peeing on the grass comments as an example. ED shared that this item was already discussed and that an operational decision was made to not put signs up that dogs were not allowed on the grass for two reasons-residents in the building have dogs that come and go and walk/urinate on the grass along with many, many people in the Town and that there is no viable way to enforce a “no dogs allowed” on the grass.

Terri Tauro discussed Commissioner Office hours and schedules times for Commissioners to meet with tenants at Farrell Court. A discussion took place about utilizing Star of the Sea Church to meet with residents from BHC at a later date.

7. Report from Committees

None

8. Broughton Road Redevelopment Updates

ED provided updates about two tentative informal meetings scheduled with the Planning Board and the Select Board. The purpose of the meetings would be to provide updates on design concepts to date following all the feedback received thus far. It was unclear if the Planning Board and the Select Board meeting would happen on the planned dates due to election day timing. ED to follow up with the Director of Community Development on the dates.

Bill Kuker states he has objections to the development as a whole. Jenn Schaeffner suggests that the discussion continue once the LDDA document is presented to the Board and reviewed in Executive Session.

9. Report of the Executive Director

Cathy Sheehan summarized Executive Director Report and gave Board members an opportunity to ask questions.

10. New Business

a. Board Vote-Vendor Payment Bills for Period ending March 2026.

Jean Eldridge motioned to approve the Vendor payments for period ending March 2026 which was seconded by Bill Kuker. Bill Kuker inquired about energy saving measures that the Authority had taken with regard to updated inventory components like low-flow toilets, etc. ED shared information about the many updates and Chair Schaeffner asked for a compilation of the updates for the next meeting to share with the Board. The vote was as follows:

Ayes

Nays

Kristin duBay Horton
Jenn Schaeffner
Bill Kuker
Terri Tauro
Jean Eldridge

b. Board Vote-Monthly Balance Statements of Revenues and Expenses as prepared by Fenton, Ewald and Associates for period January, February and March 2026.

Terri Tauro motioned to approve the three months of Financial Statements as presented which was seconded by Bill Kuker. The vote was as follows:

Ayes

Nays

Kristin duBay Horton
Jenn Schaeffner
Bill Kuker
Terri Tauro
Jean Eldridge

c. Board Vote-Collection of Losses and Write Offs for period ending March 31, 2026.

Bill Kuker motioned to approve the Collection of Losses and Write Offs in the amount of \$802.00 which was seconded by Terri Tauro. The vote was as follows:

Ayes

Kristin duBay Horton
Jenn Schaeffner
Bill Kuker
Terri Tauro
Jean Eldridge

Nays

11. Adjournment

Terri Tauro moved that the Board adjourn the regular Meeting at 5:09 p.m. Bill Kuker seconded the motion to adjourn the meeting. The vote was as follows:

Ayes

Kristin duBay Horton
Jenn Schaeffner
Bill Kuker
Terri Taruo
Jean Eldridge

Nays

Chairman Schaeffner adjourned the meeting at 5:09 PM.

Respectfully Submitted,

Cathy Sheehan

Cathy Sheehan, Executive Director