

**MINUTES OF THE  
REGULAR MEETING  
FOR THE MARBLEHEAD HOUSING AUTHORITY  
Tuesday February 10, 2026  
4:00 p.m.**

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**I. Called Meeting to Order at 4:00 p.m.**

**II. Roll Call**

Present

Jenn Schaeffner

Terri Tauro

Bill Kuker

Kristin duBay Horton

Absent

Jean Eldridge

Also Present: Cathy Hoog, Executive Director, Gary Dean, Director of Maintenance Operations (joined online), Stefano Basso, AIA, MHA Design Consultant (joined online), Brendan Julien, Assistant Project Director, Winn Development Team (joined online) and Samantha Randel, Development Consultant, Winn Development Team (joined online)

**III. New Business**

- a. Board Vote-Top 5 Salary Form, Lead Paint Compliance Form, Year end financials as of 12/31/2026 as prepared by Fenten, Ewald and Associates**

Terri Tauro motioned to approve the Top Five Salary Form, Lead Paint Compliance Form and the Year End Financials for period ending December 31, 2025 as presented which was seconded by Bill Kuker. The vote was as follows:

Ayes

Jenn Schaeffner

Bill Kuker

Nayes

Terri Tauro  
Kristin duBay Horton

- b. Broughton Road Design Presentation by Winn Development Team-The Winn Development Team provided a presentation of drawings showing the latest Broughton Road design iterations of the new building of 60 units, views of the green spaces, community gardens and newly designed units toward the back of the development. The latest designs are following the feedback from the residents, the Town Leadership team, Town Police, Town Fire and the Board. Board members asked clarifying questions and offered feedback summarized below-
- The building seems “blocky”, maybe we can break that up a bit to help the square shape
  - Inquiries were made about the half bath additions to the rehabbed units. (Winn commented that these designs were still in process as the focus has been on the main site plan)
  - Inquiry was made about ensuring that Town residents will have preference to the new units in the new 55+ building. Clarity was discussed on Fair Housing laws and the requirements of funding sources.
  - Concerns were shared about preferences and wanting local applicants and veteran preferences to continue for the selection of the new building.
  - Discussion took place about the abutters meetings and ensuring that plenty of neighbors were invited to the meeting, the team discussed how homes within a 500ft radius in all directions were invited to the abutters meetings.
  - Discussion ensued about the size of the new building and whether there would be support for 60 new units
  - Suggestions were made about presenting the designs to the community and including massing drawings in comparison to the neighboring buildings would be helpful.

Stefano Basso, Design Consultant shared opinions of the latest design developments summarized below-

- The layout of the building in front is the best location
- The new building in the front creates a positive design impact on overall entrance of the development
- The gables on the new building look really nice, suggests pulling them further back along the side of the building to impact the massing
- The green space incorporated is really nice
- The new build units in the back look really great and flow with the design of the new building in the front of the property

#### IV. **Adjournment**

Bill Kuker moved that the Board adjourn the regular Meeting at 5:15 p.m. Terri Tauro seconded the motion to adjourn the meeting. The vote was as follows:

Ayes

Jenn Schaeffner  
Bill Kuker  
Terri Taruo  
Kristin duBay Horton

Nays

Chairman Schaeffner adjourned the meeting at 5:15 PM.

Respectfully Submitted,

Cathy Sheehan

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Cathy Hoog, Executive Director