



Town of Reading Meeting Minutes

Board - Committee - Commission - Council:

Housing Authority

Date: 2023-08-28

Time: 500 PM

Building:
Reading Housing Authority Administration

Location: Community Room

Address: 22 Frank Tanner Drive

Session: Open Session

Purpose: Regular Board Meeting

Version: Final

Attendees: **Members - Present:**

Meeting held in person and via zoom. Members in attendance where Chair Diane Cohen, Timothy Kelley, and Margaret Donnelly Moran

Members - Not Present:

Others Present:

Executive Director; Kathryn Gallant, Danna Heggarty, Doris Doucette, Diane Carter, Jayne Lee, Grace O'Leary, Carol Logan, Norma Avola, Beverly Leavitt, Marie Perrot.

Minutes Respectfully Submitted By: Kathryn Gallant

Topics of Discussion:

Chair Diane Cohen called to order at 5:02pm.

24-01 VOTED: Move Tim Kelley Second Charlie Adams Vote 4-0
To accept the minutes of the June 5, 2023 meeting as presented.

24-02 VOTED: Move Tim Kelley Second Margaret Donnelly Moran Vote 4-0
To approve the Payroll Register for June and July 2023 as presented.

24-03 VOTED: Move Tim Kelley Second Charlie Adams Vote 4-0
To approve the check-roll/bill-roll for June and July Accounts Payable Checks numbered 9320 through 9544 as presented.

24-04 VOTED: Move Tim Kelley Second Charlie Adams Vote 4-0
To approve the May 2023 Operating Statement.

24-05 VOTED: Move Tim Kelley Second Charlie Adams Vote 4-0
To approve and accept the Top 5 Compensation Form, TAR FYE Financial Statements and Lead Paint Compliance as presented.

24-06 VOTED: Move Tim Kelley Second Charlie Adams Vote 4-0
To allow the Executive Director to enter into an agreement with Marcum Accountants and Advisors for RHA FY 23 Audit.

24-07 Move Tim Kelley Second Charlie Adams Vote 4-0

To approve the new Section 8 Payment standards as amended for effective date October 1, 2023.

24-08 Move Tim Kelley Second Charlie Adams Vote 4-0

To approve and acknowledge the Civil Rights Certification and Board Resolution as required by HUD

Maintenance Update

- 96 work orders for June and July, all 96 completed
- Inspections for Tannerville August 8 and 10
- Inspections for RHA owned August 22 and 24
- American Alarm inspections August 31st.
- Inspections for 705's scheduled for September 7th.
- Part time maintenance help, John Carter began work. He is approved for up to 25 hours per week through Operation Able.

Next step projects completed

- Extensive landscaping to the front of the buildings at Tannerville,
- Replaced entire patio in between buildings 14 and 8, installed grill pad and added fencing panel to make a grill enclosure.
- Clean up the area in between building 32 and 36, removing old Bacci Ball Court
- Built a garden area in the front of the complex near building 29
- Offsite work at the family developments with clean up landscaping projects.
- Next budget year we would like to building a retaining wall at Summer and Main as we experienced a lot of flooding this year.

Resident Services

- Weekly BBQ's to come to end this Wednesday. Most were held under the gazebo with much resident participation while the kids were here.
- Ice Cream social hosted by Kristin Murphy on June 7th.
- Our biggest cook out was held on Wednesday July 12th. With approximately 70 people filling the community room between residents and Next Step youth group. The Memory Laners performed, and a great time was had by all.
- Sleepless in New England seminar to be held Wednesday August 30th, Teaching healthy sleep habits, mediation and relaxation techniques.

OTHER UPDATES

- Elected to the Section 8 Administrators Board of Directors and also serving on their Membership and Marketing Committee. Next meeting is September 6th.
- Attending Mass Nahro conference September 17th.
- Ben Echezzaria Mass Union of Public Housing Tenants, to get information on putting together and LTO.
- Next resident meeting Wednesday September 13 at 2Pm. Waiting to hear back from RFD on availability for another fire safety class. Residents are not leaving apartments when smoke alarms sound. And RFD to provide fire extinguisher safety for grill use. Looking to present a draft grill policy to residents prior to putting in front of board.

Next meeting proposed Monday September 25, 2023 at 5:00PM

