



## Town of Reading Meeting Minutes

### Board - Committee - Commission - Council:

Housing Authority

Date: 2024-03-12

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:**

Charlie Adams

**Others Present:**

Executive Director; Kathryn Gallant, Joseph Costello, Marie Perrot, Deb Rogers, Norma Avola, Doris Doucette, Patti Munn

**Minutes Respectfully Submitted By:** Kathryn Gallant

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### Topics of Discussion:

*Call meeting to order at 5:00 PM*

**DIANE:** *To approve the RHA to enter into executive Session for the consideration of a management agreement between the RHA and NRHA. The RHA board will reconvene into open session at the end of Executive Session.*

*Moved: Timothy Kelley Second Charlie Adams ROLL CALL VOTE:3-0*

**Attachment (10) Motion 24-60 Tim Kelley** so moved, having reviewed the published PMR and AUP of the Owner, the Board Approves and submit to DHCD for its approval the Management Agreement Services Agreement between the Reading Housing Authority and the North Reading Housing Authority for a term of 3 years for the annual Agreement Sum of \$56,272.50 and further that the Executive Director receive \$16,881.75 of this as additional Annual Salary for a new annual salary of \$117,219.75. **Seconded Charlie Adams** which upon roll call was passed by vote of 3 to 0.

**Motion to reconvene into open session.** *Moved: Timothy Kelley Second Charlie Adams ROLL CALL VOTE:3-0*

*\*Call Open session to order and announce vote*

**Attachment (4.b) Motion 24-58** Move to approve the Reading Housing Authority's FY25 Annual Plan as presented. *Moved: Timothy Kelley Second Charlie Adams ROLL CALL VOTE:3-0*

**Attachment (4.a)** Copy of Draft Town charter and memo from Town Manager Matt Kraunelis re: CPA adhoc committee.

**Attachment (6.b) Motion 24-59** To approve Executive Director Kathryn Gallant with the assistance of the RHA Board Development Subcommittee to proceed with the MHP application for TA to develop on surplus land and to provide a letter from the board confirming support.

**Moved: Timothy Kelley      Second Charlie Adams ROLL CALL VOTE:3-0**

**Attachment (2.a) Motion 24-53 VOTED: Moved: Timothy Kelley    Second Charlie Adams  
ROLL CALL VOTE:3-0**

To approve the minutes of the March 12, 2024 Regular meeting as presented.

**Attachment (3.a) Motion 24-54 VOTED: Moved: Timothy Kelley    Second Charlie Adams  
ROLL CALL VOTE:3-0**

To approve the Payroll Register for March 2024 as presented.

**Attachment (3.b) Motion 24-55 VOTED: Moved: Timothy Kelley      Second Charlie Adams  
ROLL CALL VOTE:3-0**

To approve the check-roll/bill-roll for March Accounts Payable Checks numbered 9777 through 9820 as presented.

**Attachment (3.c) Motion 24-56 VOTED: Moved: Timothy Kelley      Second Charlie Adams  
ROLL CALL VOTE:3-0**

Acceptance of the Section 8 Checks Payable Register for March 2024.

**Attachment (3.d) Motion 24-57 VOTED: Moved: Timothy Kelley      Second Charlie Adams  
ROLL CALL VOTE:3-0**

To accept the FY 23 RHA Audit and AUP as presented.

**NEXT BOARD MEETING: May 6, 2024 or prior for budge revision**

**24-61 VOTED TO ADJOURN: 5:59PM    Moved: Timothy Kelley      Second Charlie Adams  
ROLL CALL VOTE:3-0**