

***READING HOUSING AUTHORITY***  
**MINUTES OF THE REGULAR BOARD MEETING, February 5, 2018**

A regular business meeting of the Reading Housing Authority was held on Monday, February 5, 2018 at the office of the Reading Housing Authority, Reading, MA. Treasurer, Timothy Kelley, called the meeting to order at 5:30 p.m.

Members Present: Timothy Kelley, Madeline Hodgdon, Kevin Mulvey

Members Absent: Diane Cohen, Richard Robbins

Others Present: Julie M. Johnston, Executive Director

**Minutes                      Move   Kevin Mulvey                      Second   Madeline Hodgdon                      Vote   3-0**

**18-054 VOTED:** To accept for the record the Minutes of the Regular Business Meeting of January 8, 2018, as presented.

**Finances                      Move   Kevin Mulvey                      Second   Madeline Hodgdon                      Vote 3-0**

**18-055 VOTED:** To approve and sign the checkroll/billroll for January 2018 for Accounts Payable Check numbers 7190 through 7229, as presented.

**Finances                      Move   Kevin Mulvey                      Second   Madeline Hodgdon                      Vote 3-0**

**18-056 VOTED:** To approve Payroll Summary as presented for January 2018 in the amount of \$16,777.99, as presented.

**Finances                      Move   Kevin Mulvey                      Second   Madeline Hodgdon                      Vote 3-0**

**18-057 VOTED:** To approve Section 8 Voucher Program Wire transfer of funds for February 2018 in the amount of \$111,038.89, as presented.

**Finances                      Move   Kevin Mulvey                      Second   Madeline Hodgdon                      Vote   3-0**

**18-058 VOTED:** To certify receipt of monthly operating statements for all RHA programs for the month end, December 31, 2017 for the current fiscal year.

**18-053**

**VOTED TO ADJOURN:   6:15 P.M   Move   Kevin Mulvey   Second Madeline Hodgdon   Vote 3-0**

**Director's Report/Program Updates:**

**Vacancy Report:**

Vacant on 01/31/2018: 667-2, Unit 29-3 (first floor apartment)

**Section 8 Housing Choice Voucher Program Update:**

**February 2018:** 98 Vouchers Leased; 5 Vouchers Ported Out; 6 Vouchers Looking.

Total HAP Paid \$106,315.36 + Fees to CHA Paid \$4,782.00 – HAP Fraud

Recovery (\$58.97) = **\$111,038.39**

**Maintenance Work Orders for January 2018:**

Total Count: 53

Completed: 52

Incomplete: 01

<b>Overtime for Snow Removal---</b>	
December 2017	\$2,452.74
January 2018	\$ 953.27
<b>Total to date:</b>	<b>\$3,406.01</b>

Tub cut out for Tannerville unit 30-1 (see photos)

Tree work at 74 Bancroft Street (689) \$2500

### **Monthly Reporting Requirements:**

DHCD: Board Attendance Submitted for 01/08/2018 Meeting  
Quarterly Operating Statements Submitted for 12/31/17  
Quarterly Modernization Cost Report Submitted for 12/31/2017

HUD: Voucher Management System Report

### **Town of Reading and RHA Website:**

Board Agenda Posted for February 2018 Meeting  
Board Approved Minutes posted for December 2017 Meeting

### **New Business:**

-FY2018 Budget Update to be presented at March 5<sup>th</sup> Board Meeting.  
-Director's Meeting with Assistant Town Manager, Jean Delios, Julie Mercier, Community Development Director, and Laurie Stanton, Housing Coordinator was held on 02/01/2018. Currently, the Town's affordable housing rate is 9.3% and needs to be 10%. RHA units that were formerly counted towards the Town's Subsidized Housing Inventory (SHI) had expired and were no longer counted on the SHI for the Town. When asked if the RHA could work together with the Town to restore the expired units, they stated that the RHA informed them they were not able to. Director Johnston informed them she would bring their request to pursue restoring RHA units to the Town's SHI to the Board for consideration. Board Members discussed events that took place last year regarding this issue. RHA Members emphatically object to the statement that RHA was unable to assist the Town. In fact, several attempts were made by RHA to have an open discussion with members of the Board of Selectmen, but the Town never responded to RHA requests to meet. Going forward, we shall maintain written communication and documentation of collaborative efforts on this issue.

### **RHA Property & Construction Project Updates:**

-Tannerville Project, Hot Water Tank Replacement. RHA Maintenance staff has installed tanks at buildings 8 and 30. The project is moving along well. Maintenance work on Friday's after hours between 12:30 p.m. and 5:30 p.m. to drain and remove the old tank and install the new one.  
-New Maintenance Garage Construction Project at Tannerville. The architect has designed an underground drainage pit/storm water piping system that drove the price up by \$18-\$20K. DHCD is working with the architect for a more simplified design.  
-Old Reading Schoolhouse, 52 Sanborn Street. Plans are underway to consider the reconstruction of individual units. They will be replacing kind-for-kind with some exceptions if certain products are no longer available. RHA has a conference call with architect tomorrow to discuss preliminary reconstruction plans of RHA owned units.

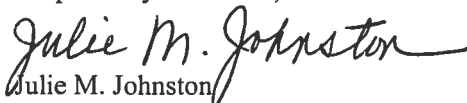
**Other Business:** *None.*

### **Board Schedule**

**BOARD MEETING:** Next Board Meeting scheduled for Monday, March 5, 2018 at 5:30 p.m.

**18-047 TO ADJOURN:** 6:15 PM. Move Kevin Mulvey Second Madeline Hodgdon Vote 3-0

Respectfully submitted,

  
Julie M. Johnston  
Secretary/Executive Director