

READING HOUSING AUTHORITY
MINUTES OF THE REGULAR BOARD MEETING February 1, 2021

A regular business meeting of the Reading Housing Authority was held on Monday, January 4, 2021. In accordance with Governor Baker's 3/12/2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A §18, and the Governor's 3/23/2020 Revised Guidance Order Prohibiting Assemblage of More than Ten People, this meeting of the Reading Housing Authority was conducted via remote participation to the greatest extent possible. In person attendance by members of the public is prohibited, and all efforts will be made to permit public attendance of this meeting via remote access by telephone (conference call-in). Chair, Richard Robbins, called the meeting to order at 5:34 p.m upon having a quorum.

Members Present: Richard Robbins, Timothy Kelley, Charlie Adams, Diane Cohen Marie Hanson

Members Absent:

Others Present: Executive Director; Kathryn Gallant

21-065 VOTED: Move *Diane Cohen* Second *Marie Hanson* Vote *5-0*

To accept the record of the Minutes of the Regular Business Meeting held on January 4, 2021, as presented.

21-066 VOTED: Move *Diane Cohen* Second *Timothy Kelley* Vote *5-0*

To approve the check-roll/bill-roll for January 2021 Accounts Payable Checks number numbered 8515 through 8550 as presented.

21-067 VOTED: Move *Marie Hanson* Second *Timothy Kelley* Vote *5-0*

To approve the Payroll Register for January 2021 as presented.

21-068 VOTED: Move *Charlie Adams* Second *Timothy Kelley* Vote *5-0*

To approve the Section 8 Voucher Program wire transfer for February 2021 in the amount of \$146,361.06 as presented.

21-069 VOTED: Move *Diane Cohen* Second *Marie Hanson* Vote *5-0*

To certify receipt of FY21 operating statement for all RHA programs for the month of December, 2020.

21-070 VOTED: Move *Charlie Adams* Second *Timothy Kelley* Vote *5-0*

To approve and implement revisions to the RHA Rent Collection Policy and Procedures

21-071 VOTED TO ADJOURN 6:22PM: Move *Timothy Kelley* Second *Marie Hanson* Vote *5-0*

Executive Director, Kathryn Gallant reported the following:

COVID-19: update on RHA vaccination outreach for distribution plan

Section 8 Housing Choice Voucher Program Update:

100 Vouchers Leased (5 vouchers out searching)

Maintenance Work Orders December 2020:

Total Count: 58 Completed: 48 Incomplete: 10

UPDATES

Marcum Accountants and Advisors to begin FY 2020 Audit onsite at RHA office February 10, 2021

Continuation of Annual Plan preparations for Public Hearing on Monday, April 5, 2021

Working with RCAT and DHCD to potentially amend schematic design for the capital improvements plan to replace all Tannerville bath fans, possibly replacing only motor as a more cost effective alternative.

RHA utilization of Dial my Calls service.

Replaced exterior lighting fixtures at Summer and Main

NEXT BOARD MEETING: Monday, March 1, 2021

Kathryn Gallant

Kathryn Gallant, Secretary/Executive Director