

READING HOUSING AUTHORITY
MINUTES OF THE REGULAR BOARD MEETING MAY 3, 2021

A regular business meeting of the Reading Housing Authority was held on Monday, May 3, 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 3:04 p.m upon having a quorum.

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

Members Absent: Charlie Adams

Others Present: Executive Director; Kathryn Gallant

Minutes

21-091 VOTED: Move *Timothy Kelley* Second *Marie Hanson* Vote *4-0*

To accept for the record the Minutes of the Regular Business Meeting of April 5, 2021 as presented.

Finances

21-092 VOTED: Move *Marie Hanson* Second *Timothy Kelley* Vote 4-0

To approve the check-roll/bill-roll for April 2021 Accounts Payable Checks numbered 8616 through 8655 as presented.

21-093 VOTED: Move *Diane Cohen* Second *Timothy Kelley* Vote 4-0

To approve the Payroll Register for April 2021, as presented.

21-094 VOTED: Move *Marie Hanson* Second *Timothy Kelley* Vote 4-0

To approve the Section 8 Voucher Program wire transfer for May 2021 in the amount of \$153,380.46 as presented.

21-095 VOTED: Move *Diane Cohen* Second *Marie Hanson* Vote 4-0

To certify receipt of FY21 operating statement for all RHA programs for the month of March 2021.

21-096 VOTED: Move *Diane Cohen* Second *Timothy Kelley* Vote 4-0

To allow Executive Director to proceed with executing the subordination agreement for the MASS Housing refinance of the 114 unit Cedar Glen property.

EXECUTIVE DIRECTORS REPORT

DATE: April 30, 2021

SUBJECT: **EXECUTIVE DIRECTOR REPORT/UPDATES APRIL 2021**

COVID-19: Second vaccine clinic held on 4/20/2021.

Vacants:

91 Oakland

503 Main

Section 8 Housing Choice Voucher Program Update:

102 Vouchers Leased (7 vouchers out searching)

Maintenance Work Orders April 2021:

Total Count: 76 Completed: 64 Incomplete: 12

UPDATES

- Flooring replacement at 91 Oakland
- Update on report of mold – Waverly Road
- Audit has been submitted to the HUD Federal Audit Clearinghouse
- Annual Plan and CIP submitted to DHCD
- Grant Application for RSC submitted and awaiting awards.
- Installation of Gazebo at Tannerville
- Bathtub and flooring replacement at Main

Respectfully Submitted

Kathryn Gallant

Kathryn Gallant, Secretary/Executive Director