

**READING HOUSING AUTHORITY**  
**MINUTES OF THE REGULAR BOARD MEETING from February 15, 2022**

A regular business meeting of the Reading Housing Authority was held on Tuesday, February 15, 2022. 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, Timothy Kelley, called the meeting to order at 5:30 p.m. Marie Hanson, Treasurer, entered the meeting at 5:42 PM

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

Members Absent:

Others Present: Executive Director; Kathryn Gallant

**Minutes**

**22-59 VOTED: Move Diane Cohen      Second Charlie Adams      Vote 3-0**

To accept for the record the Minutes of the Regular Business Meeting of the January 11, 2022 as presented.

**Finances**

**22-60 VOTED: Move Diane Cohen      Second Charlie Adams      Vote 3-0**

To approve the check-roll/bill-roll for January 2022 Accounts Payable Checks numbered 8947 through 8972 as presented.

**22-61 VOTED: Move Diane Cohen      Second Charlie Adams      Vote 4-0**

To approve the Payroll Register for January 2022, as presented.

**22-62 VOTED: Move Marie Hanson      Second Charlie Adams      Vote 4-0**

To approve the Section 8 Voucher Program wire transfer for February in the amount of \$190,514.96 as presented.

**22-63 VOTED: Move Diane Cohen      Second Marie Hanson      Vote 4-0**

To certify receipt of the quarterly operating statement for all RHA programs for the quarter ending December 31, 2021.

**22-64 VOTED: Move Diane Cohen      Second Charlie Adams      Vote 4-0**

To approve and sign Amendment #6 of the #5001 Contract for Financial Assistance in the amount of \$226,272.00 in order to fund and extend the contract dates of service from June 30, 2023 to June 30, 2025

**22-65 VOTED: Move Charlie Adams      Second Marie Hanson      Vote 4-0**

To allow Executive Director Kathryn Gallant to enter into an owner-contractor agreement with Thomas E. Snowden for Bathroom Exhaust Fans, Tannerville 667-1 and 667-2 DHCD project #246069 in the amount of \$217,000.00.

**NEXT BOARD MEETING: PROPOSING MONDAY, MARCH 7, 2022**

**22-66 VOTED TO ADJOURN: 6:247PM Move Charlie Adams Second Marie Hanson  
Vote 4-0**

TO: Reading HA Board Members  
FROM: Kathryn Gallant, Executive Director  
DATE: February 9, 2022  
SUBJECT: **EXECUTIVE DIRECTOR REPORT/UPDATES February 2022**

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

December HAP Report – Total leased is 114 with 3 out searching

**Maintenance Work Orders for November**

Total Count: 86 Completed: 74 Incomplete: 12

**UPDATES**

- Blood Pressure clinics held January 5 and February 9, 2022
- Flooring replacement in community room due to flood.
- Upcoming Resident meeting scheduled for Wednesday March 2 at 2:00PM. This meeting is an open forum opportunity for residents to bring questions, ideas, or concerns to RHA staff.
- St. Patricks Day tea time to be held the afternoon of Wednesday March 16, 2022.
- Mask Mandate in Community areas lifted, coinciding with the Town of Readings announcement.
- Received first installment of Resident Services \$25,000 received by RHA. Mystic Valley Elder Services to begin invoicing for services that began December 7, 2021.
- Capital Improvement and Annual Plan complete and will be presented at the April Board meeting.

**22-58 VOTED TO ADJOURN: 6:07 P.M. Move Diane Cohen Second Charlie Adams Vote 4-0**