

**READING HOUSING AUTHORITY**  
**MINUTES OF THE REGULAR BOARD MEETING from June 6, 2022**

A regular business meeting of the Reading Housing Authority was held on Monday June 6, 2022 in person at 22 Frank Tanner Drive, Reading MA, 01867 as well as via remote participation. Chair, Timothy Kelley, called the meeting to order at 5:30 p.m.

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

Members Absent:

Others Present: Executive Director; Kathryn Gallant, Office Manager Danna Heggarty, Residents Bob Levy, Patricia Munn, Marie Perrot, Doris Doucette, Norma McSheehy, Diana Carter, Christos Tsourkvokos, Donna Rowell, Corinne Bieberger, Paula Johnson, Debbie Danielson, Anita Roman.

**Minutes**

**22-86 VOTED: Move Marie Hanson    Second Diane Cohen    Vote 4-0**

To accept for the record the Minutes of the Regular Business Meeting of the April 4, 2022 as amended with the addition of Danna Heggarty in attendance.

**22-87 VOTED: Move Charlie Adamn    Second Marie Hanson    Vote 4-0**

To accept for the record the Minutes of the Special Business Meeting of the April 25, 2022 as presented.

**Finances**

**22-88 VOTED: Move Diane Cohen    Second Charlie Adams    Vote 4-0**

To approve the check-roll/bill-roll for April 2022 Accounts Payable Checks numbered 9033 through 9061 as presented.

**22-89 VOTED: Move Marie Hanson    Second Diane Cohen    Vote 4-0**

To approve the check-roll/bill-roll for May Accounts Payable Checks numbered 9062 through 9091 as presented.

**22-90 VOTED: Move Diane Cohen    Second Marie Hanson    Vote 4-0**

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

**22-91 VOTED: Move Diane Cohen    Second Marie Hanson    Vote 4-0**

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

**22-92 VOTED: Move Marie Hanson    Second Diane Cohen    Vote 4-0**

To approve the Section 8 Voucher Program wire transfer for May 2022 in the amount of \$178,415.15 as presented.

**22-93 VOTED: Move Charlie Adams    Second Marie Hanson    Vote 4-0**

To approve the Section 8 Voucher Program wire transfer for June 2022 in the amount of \$179,855.95 as amended.

**22-94 VOTED: Move Charlie Adams    Second Diane Cohen    Vote 4-0**

To certify receipt of the FY22 quarterly operating statement for all RHA programs for the quarter ending March 31, 2022..

**New Business**

**22-95 VOTED: Move Marie Hanson    Second Charlie Adams    Vote 4-0**

To accept and approve implementation of required DHCD Fair Housing Marketing Policy as presented.

**22-96 VOTED: Move Diane Cohen    Second Charlie Adams    Vote 4-0**

To approve bathroom fan replacement (FISH#246069) change order in the amount of \$2,250.00 for the installation of a skirt mount for 20 first floor units at Tannerville.

**NEXT BOARD MEETING: PROPOSING Wednesday, July 6, 2022.**

TO:            Reading HA Board Members  
FROM:        Kathryn Gallant, Executive Director  
DATE:        June 6, 2022  
SUBJECT:      **EXECUTIVE DIRECTOR REPORT/UPDATES**

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

May HAP Report – Total leased is 115 with 1 out searching  
June HAP Report - Total leased is 114 with 1 out searching

**Maintenance Work Orders for April and May**

Total Count: 87 total. 85 Completed        2 Incomplete

**UPDATES**

- Upcoming Resident Landscaping Meeting June 8, 2022
- Next step ministries youth group to arrive June 7<sup>th</sup>. They will begin on bench replacements throughout the development and various landscaping projects including a renovation of the flag pole area.
- FISH Project 246069 Bathroom Fan Replacement Project underway.
- Board Vacancy update.
- Meeting with Selectboard HA liaison on June 1, 2022.
- RHA Board Vacancies to be considered by Town of Reading VASC committee at selectboard meeting on June 28, 2022.
- Sinkhole at Oakland/Waverly.
- Discussion with Jane Kinsella re: including RHA trash pickup to town contract and to include recycling.
- Resident services coordinator continues to enroll residents in more services. Currently, 34 residents receive services through this program.
- Attended Mass Nahro Annual Conference.
- O'Sullivan Architects hired to produce conceptual design for Oakland Road lot. Town manager to reschedule meeting to discuss.

**22-97 VOTED TO ADJOURN: 6:49 PM    Move Diane Cohen    Second Marie Hanson    Vote 4-0**

