

MINUTES OF REGULAR BOARD MEETING OF DECEMBER 8, 2025
HARVARD COURT, WHITMAN, MA

Chairwoman, Katharine Kelleher, called the open meeting to order at 7:00 P.M. It was noted that the meeting was being recorded.

Present: Katharine Kelleher, Patricia McKay, Theresa Lynskey, Michelle Frazier
Excused: Anne Holbrook

Motion by Patricia McKay and seconded by Michelle Frazier to approve the minutes of the Regular Board Meeting held on November 10, 2025. The vote was unanimous.

Motion by Patricia McKay and seconded by Theresa Lynskey to approve the November 2025 vouchers and the October 2025 bank balances and financial statements. The vote was unanimous.

Motion by Michelle Frazier and seconded by Theresa Lynskey Holbrook to revise the FY2026 State-Aided budget to include the following: Change the exemption in legal fees from \$11,000 to \$7,000.

Motion by Patricia McKay and seconded by Theresa Lynskey to reorganize maintenance positions. The current Maintenance Supervisor's position of duties will be split between Michael Cullinan and Zachary Gabler, beginning on January 1, 2025. Each would receive an increase of \$4.00 per hour. A list of duties for each position was provided to the Board. The vote was unanimous.

Motion by Patricia McKay and seconded by Michelle Frazier to approve funds in the amount of \$100 to be used towards the Retirement Party for John Easter who has worked for the Whitman Housing Authority for 38 years. The vote was unanimous.

Motion by Michelle Frazier and seconded by Patricia McKay to provide \$100 to be used for the tenant-managed Christmas party on December 18th. Residents from all elderly properties have been invited. The vote was unanimous.

Motion by Patricia McKay and seconded by Michelle Frazier to approve the 2026 State-Aided Insurance Program Participation Agreement. The cost did not increase for 2026. The signature of the Chairwoman and Executive Director was required. The vote was unanimous.

Motion by Patricia McKay and seconded by Theresa Lynskey to accept the following Public Housing Notices:

PHN 2025-14 "Public Housing Innovations Notice of Funding Availability"

PHN 2025-15 "Massachusetts State-Aided Housing Programs Property, Boiler & Machinery and Crime Insurance for Policy Period 11/17/2025 thru 11/17/2026".

The vote was unanimous.

Motion by Patricia McKay and seconded by Theresa Lynskey to approve a small garden at Stetson Terrace that will be managed by three residents. This will be an experimental project.

The vote was unanimous.

Motion by Patricia McKay and seconded by Theresa Lynskey to table the Executive Director's October Report to be included in the November 2025 Report presented at the next scheduled meeting. The vote was unanimous.

Under New Business, the Executive Director provided information regarding chair yoga classes with yoga instructor, Marie Osborne. Her cost is \$60.00 per class. Classes shall be scheduled on Mondays at 1:00p.m. and shall start in January. Motion by Patricia McKay and seconded by Michelle Frazier to approve chair yoga classes. The vote was unanimous.

Motion by Patricia McKay and seconded by Michelle Frazier to adjourn the meeting at 7:25p.m. The vote was unanimous.

Respectfully Submitted,

A handwritten signature in cursive script, reading "Eileen Gibson".

Eileen Gibson
Executive Director

MINUTES OF SPECIAL BOARD MEETING OF DECEMBER 17, 2025
HARVARD COURT, WHITMAN, MA

Chairman Katharine Kelleher called the open meeting to order at 1:00 P.M.

Present: Katharine Kelleher, Patricia McKay, Theresa Lynskey, Michelle Frazier, Anne Holbrook

Motion by Anne Holbrook and seconded by Patricia McKay to approve the FY 2026 budget with revisions to include reducing EOHLC funding from \$11,000 to \$7,000 for legal fees.

Motion by Patricia McKay and seconded by Anne Holbrook to approve a change to the Maintenance Supervisor" position into (2) supervisory positions which will include an increase of \$4.00 per hour to each. The vote was unanimous.

Motion by Theresa Lynskey and seconded by Patricia McKay to adjourn the meeting at 1:15 P.M. The vote was unanimous.

Respectfully Submitted,



Eileen Gibson
Executive Director