

MINUTES OF REGULAR BOARD MEETING OF FEBRUARY 12, 2024  
HARVARD COURT, WHITMAN, MA

Chairwoman, Katharine Kelleher, called the open meeting to order at 7:05 P.M. The meeting was being recorded.

Present: Katharine Kelleher, Patricia McKay, Theresa Lynskey, Michelle Frazier  
Absent: Robert McPhail

Motion by Patricia McKay and seconded by Theresa Lynskey to approve the minutes of the Regular Board Meeting of January 8, 2024. The vote was unanimous.

Motion by Patricia McKay and seconded by Michelle Frazier to approve the January 2024 vouchers, December 2023 bank balances and financial statements and the operating statements, MOD reports and tenants accounts receivable reports for the quarter ending Dec. 31, 2023. The vote was unanimous.

The Board reviewed the proposed FY2025 Capital Improvement Plan that will be presented to tenants at the March 11<sup>th</sup> Board meeting. An official vote will take place at the next meeting.

Motion by Patricia McKay and seconded by Michelle Frazier to request 10% in "Admin Fees" on the following projects:

338087 Fullerton Ave. Porch	Funded by HILAPP	\$6,615
338091 S.T. Sewer Line/Lift	Funded by HILAPP	\$33,500
338092 P.C. Exterior Meter/Breaker	Funded by Compliance Reserve	\$7,000
338093 S.T. Underground Wiring	Funded by CPA and ARPA	\$10,000

The vote was unanimous.

Motion by Theresa Lynskey and seconded by Michelle Frazier to approve the Housing Authority's 2023 submission to the Whitman Annual Town Report. The vote was unanimous.

Motion by Patricia McKay and seconded by Theresa Lynskey to approve the State and Federal updated Tenant Fees Lists. The vote was unanimous.

Board members were reminded of the requirement to take the LHA Board Member Training every (2) years. All Board members must complete the training by April 15, 2024. Failure to complete the training will result in a finding on the FY 2024 Performance Management Review.

Motion by Theresa Lynskey and seconded by Michelle Frazier to accept the following Public Housing Notices:

PHN 2024-01 "Public Comment Period for Promulgation of Amendments to 760 CMR 6  
Occupancy Standards and Tenant Participation for State-Aided Housing"

PHN 2024-02 "Requirement to Consult Residents When Entering into Management  
Agreements"

The vote was unanimous.

Motion by Patricia McKay and seconded by Theresa Lyskey to accept the Executive Director's Report. The vote was unanimous.

During open forum, tenants suggested that the Housing Authority consider purchasing karaoke speaker(s) and microphones as many residents enjoy weekly karaoke in the community building. The Director informed the residents that this issue would need to be put on next month's board agenda and quotes/proposals should be provided to the Director at least five days prior to the meeting for Board review.

Motion by Patricia McKay and seconded by Theresa Lyskey to adjourn the meeting at 8:00p.m. The vote was unanimous.

Respectfully Submitted,



Eileen Gibson  
Executive Director