

WHITMAN HOUSING AUTHORITY
MINUTES OF REGULAR BOARD MEETING OF AUGUST 26, 2024

Chairwoman Katharine Kelleher called the open meeting to order at 7:04 P.M. It was noted that the meeting was being recorded.

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

Motion by Patricia McKay and seconded by Michelle Frazier to approve the minutes of the Regular Board Meeting of July 8, 2024. The vote was unanimous.

Motion by Michelle Frazier and seconded by Theresa Lynskey to approve the July 2024 vouchers, June 2024 bank balances and financial statements. The vote was unanimous.

Motion by Patricia McKay and seconded by Michelle Frazier to approve and certify the FYE Operating Statements and Modernization Reports. The vote was unanimous.

Motion by Theresa Lynskey and seconded by Patricia McKay to approve and certify the FYE 2024 Tenant's Accounts Receivable Report. The vote was unanimous.

Motion by Patricia McKay and seconded by Michelle Frazier to approve and certify the FYE 2024 Top Five Compensation Report. The vote was unanimous.

Motion by Patricia McKay and seconded by Theresa Lynskey to approve and certify compliance with Notification Procedures for Federal and State Lead Paint Laws. The vote was unanimous.

Motion by Patricia McKay and seconded by Theresa Lynskey to certify compliance of the Affordable Use Restriction on the Section 8 New Construction Harvard Court property. The vote was unanimous.

Motion by Patricia McKay and seconded by Theresa Lynskey to accept low-bidder, Systems Electrical Services Inc. of Chelsea, on the Stetson Terrace Underground Wiring Replacement Project No. 338093, in the amount of \$223,870 pending EOHLC additional funding approval. The vote was unanimous.

Motion by Patricia McKay and seconded by Michelle Frazier to accept the updated Code of Massachusetts Regulation 760 CMR 6.00 "Occupancy Standards and Tenant Participation as updated by the Executive Office of Housing & Livable Communities. The vote was unanimous.

Motion by Patricia McKay and seconded by Theresa Lynskey to reject Change Order No. 1 on the Creative Place-Making Project No. 338082 in the amount of \$20,793.38 to extend paving an additional 20 feet in order to place the gazebo further away so that the ADA ramp does not

cross over the access road. The Director requested a Board vote by phone, if an alternative solution, at a lower cost, is proposed prior to the next Board meeting to keep the project from stalling. Motion by Patricia McKay and seconded by Michelle Frazier to have a telephone vote with all Board members polled. The vote was unanimous.

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

PHN 2024-11 "Replacement Policy for Fossil-Fuel Fired Equipment"

PHN 2024-12 "Cyber Security Alert Protecting LHAs from Threat of Cyber Criminals"

PHN 2024-13 "FY25 Local Housing Authority Budget Guidelines"

PHN 2024-14 "Mandatory Data Reporting"

The vote was unanimous.

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

Motion by Patricia McKay and seconded by Theresa Lynskey to accept revised Change Order No. 1 on the Creative Place-Making Project No. 338082. The contractor will prepare a crushed stone foundation on which the gazebo will be placed at a cost of \$9,736.88. The Board was polled:

Patricia McKay AYE

Theresa Lynskey AYE

Katharine Kelleher AYE

Michelle Frazier AYE

The vote was unanimous.

Motion by Patricia McKay and seconded by Theresa Lynskey to adjourn the meeting at 8:26p.m. The vote was unanimous.

Respectfully Submitted,



Eileen Gibson
Executive Director