

MINUTES OF REGULAR BOARD MEETING OF OCTOBER 15, 2024
HARVARD COURT, WHITMAN, MA

Chairwoman, Katharine Kelleher, called the open meeting to order at 7:08 P.M. The meeting was not being recorded.

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

Motion by Patricia McKay and seconded by Theresa Lynskey to approve the minutes of the Regular Board Meeting of August 26, 2024. The vote was unanimous.

Accountant, Steve Cote presented the Fiscal Year 2025 Budget for the 4001 State Properties, the (MRVP) Mobile Rental Voucher Programs and the 667-3 Harvard Court Property.

Motion by Patricia McKay and seconded by Michelle Frazier to approve the FY2025 State 4001 Budget. The vote was unanimous. Board signatures obtained.

Motion by Theresa Lynskey and seconded by Patricia McKay to approve the FY2025 MRVP Budget. The vote was unanimous. Board signatures obtained.

Motion by Patricia McKay and seconded by Theresa Lynskey to approve the FY2025 Harvard Court Budget. The vote was unanimous.

Motion by Patricia McKay and seconded by Michelle Frazier to approve the FY2025 Executive Director's salary as determined by the Executive Office of Housing and Livable Communities "salary schedule". The vote was unanimous. Signature of Chairwoman and Executive Director obtained.

Motion by Patricia McKay and seconded by Theresa Lynskey to approve the August and September 2024 Vouchers, the July and August 2024 Bank Balances and the July and August 2024 Financial Statements. The vote was unanimous.

Motion by Patricia McKay and seconded by Michelle Frazier to submit an amended Community Preservation pre-application, to include additional funding requests from EOHLC. The revised application will include the replacement of vinyl siding, existing skirt board, the addition of a plywood barrier between the siding and studs and the replacement of existing insulation. The request for funding from CPA funds is \$80,000. If awarded, the Whitman Housing Authority will use this amount to leverage additional funds through the High Leverage Asset Preservation Program and to replace insulation using Resiliency and will use Sustainability funding from the Executive Office of Housing and Livable Communities to replace insulation. The vote was unanimous.

Motion by Patricia McKay and seconded by Michelle Frazier to accept the Official Performance Management Review (PMR) for the 2024 fiscal year end. The vote was unanimous.

Motion by Theresa Lynskey and seconded by Patricia McKay to approve the Certificate of Substantial Completion, following the architect's approval, on the Pine Circle Creative Place-Making Project No. 338082. The vote was unanimous.

Motion by Michelle Frazier and seconded by Patricia McKay to approve the Certificate of Final Completion, following the architect's approval, on the Pine Circle Creative Place-Making Project No. 338082. The vote was unanimous.

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

PHN 2024-15 "Contract Process Transition to Docusign for 689/167 programs."

PHN 2024-16 "Affordable Homes Act and State-Aided Public Housing"

PHN 2024-17 "State Units Federalization Notice of Funding Availability"

The vote was unanimous.

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

Under correspondence, Patricia McKay announced that she was appointed by the Governor's office as the new State appointed Board member. She was sworn in by the Town Clerk, Dawn Varley, on October 9th, 2024

Motion by Patricia McKay and seconded by Theresa Lynskey to adjourn the meeting at 8:54 p.m. The vote was unanimous.

Respectfully Submitted,



Eileen Gibson
Executive Director