

MINUTES OF REGULAR BOARD MEETING OF APRIL 14, 2025  
HARVARD COURT, WHITMAN, MA

Vice-Chairwoman, Patricia McKay, called the open meeting to order at 7:03 P.M. It was noted that the meeting was being recorded.

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

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

Motion by Michelle Frazier and seconded by Theresa Lynskey to approve the March 2025 vouchers and February 2025 bank balances and financial statements. The vote was unanimous.

Motion by Michelle Frazier and seconded by Theresa Lynskey to accept Amendment #12 to the Contract for Financial Assistance CFA (5001) in the amount of \$687,451.52. This amount includes FY2027 and FY2028 formula funding, code compliance, ADA accommodations and a HILAPP award. The vote was unanimous.

The Vice-Chair collected Performance Evaluations of the Executive Director. They will be given to Chairwoman Kelleher to review before the next meeting which will include a discussion of whether to renew the Executive Director's contract which is due to expire on June 30<sup>th</sup>, 2025.

Motion by Theresa Lynskey and seconded by Michelle Frazier to accept the new Labor & Industry rates for maintenance personnel. The vote was unanimous.

Motion by Theresa Lynskey and seconded by Michelle Frazier to approve a gross rent change for Harvard Court from \$1,919 to \$1,994. This will not impact any tenants. The vote was unanimous.

Motion by Theresa Lynskey and seconded by Michelle Frazier to approve entering a contract with Action Inc. to replace all air source heat pumps (ASHPs) at Stetson Terrace. The cost of the Housing Authority. The vote was unanimous.

Motion by Theresa Lynskey and seconded by Michelle Frazier to approve changes to the Tenant Fees List for State properties. The vote was unanimous.

Motion by Michelle Frazier and seconded by Theresa Lynskey to approve changes to the Tenant Fees List for Harvard Court. The vote was unanimous.

After review, motion by Theresa Lynskey and seconded by Michelle Frazier to approve existing Credit Card Policy. The vote was unanimous.

Motion by Michelle Frazier and seconded by Theresa Lynskey to approve the Executive Directors request to look into the installation of detectors that would immediately inform the office of violations of the Smoke-Free policy. The vote was unanimous.

Motion by Theresa Lynskey and seconded Michelle Frazier to accept the following Public Housing Notices. The vote was unanimous.

**PHN 2025-03** "Amended Housing Situation Priority Policy for Centralized Screening"

**PHN 2025-04** "Social Security Payments Due to the Social Security Fairness Act"

Motion by Theresa Lynskey and seconded by Michelle Frazier to approve the Executive Director's Report. The vote was unanimous.

Motion by Michelle Frazier and seconded by Theresa Lynskey to adjourn the meeting at 7:38 p.m. The vote was unanimous.

Respectfully Submitted,



Eileen Gibson  
Executive Director