

**REGULAR MEETING MINUTES
OF THE ROWLEY HOUSING AUTHORITY
Friday, February 2, 2024
REMOTE**

PRESIDING: Joseph Perry, Chairperson

RECORDING SEC'Y: Cindy Dunn

COMMISSIONERS PRESENT

Joseph Perry
Kathy Olmsted
Mary Ellen MacDonald
Michelene Shinnick

ABSENT:

Robert Cianfrocca

The Regular Meeting was called to order by Chairperson, Joseph Perry at 9 am.

The Board reviewed the Minutes of December 1, 2023. Upon motion duly made by Kathy Olmsted, seconded by Mary Ellen MacDonald, it was **VOTED unanimously to accept the minutes.**

The Board reviewed the bills for December 2023 and January 2024. Upon motion duly made by Michelene Shinnick, seconded by Mary Ellen MacDonald, it was **VOTED unanimously to accept the bills.**

Cindy advised the board that the management agreement was calculated wrong and should be reduced \$35 per month for an annual fee of \$47,580 instead of the previous approved \$48,000. Upon motion duly made by Michelene Shinnick, seconded by Kathy Olmsted, it was **VOTED unanimously to approve the revised management agreement.**

Cindy advised the board that she met with representatives of Harborlight Homes as they are seeking a support letter for the Windward Senior Project – a 20-unit senior affordable housing project that is part of a larger affordable joint venture. Upon motion duly made by Michelene Shinnick, seconded by Kathy Olmsted, it was **VOTED unanimously to support the project.** Cindy will send the draft letter to the board on Monday and barring any objection, send the letter to the Rowley Selectboard.

The next board meeting was scheduled for March 1, 2024. If severe weather is predicted, the meeting will be held remotely. Cindy will let the board know one week in advance. There being no further business, and upon motion duly made by Mary Ellen MacDonald it was **VOTED unanimously to adjourn at 9:25 am.**

Cynthia Dunn, Recording Secretary