

**REGULAR MEETING MINUTES
OF THE ROWLEY HOUSING AUTHORITY
Friday, October 3, 2025
9 a.m.
Community Room
Plantation Drive, Rowley, Massachusetts**

PRESIDING: Joseph Perry, Chairperson

RECORDING SEC'Y: Cindy Dunn

COMMISSIONERS PRESENT

Joseph Perry
Robert Cianfrocca
Michelene Shinnick
Mary Ellen MacDonald
Kathy Olmsted

ABSENT:

The Regular Meeting was called to order by Chairperson Joseph Perry at 9:00 am.

The Board reviewed the Minutes of September 4, 2025. Upon motion made by Robert Cianfrocca and seconded by Mary Ellen MacDonald, it was **VOTED 4-0 to accept the minutes**. Kathy Olmsted abstained as she was not at the September board meeting.

The board reviewed the bills for September. Upon motion made by Robert Cianfrocca and seconded by Kathy Olmsted, it was **VOTED 5-0 to approve the bills**.

The board reviewed the management agreement with the Danvers Housing Authority for FY2026, including the calculation worksheets, and the staffing and work plan. Upon motion made by Robert Cianfrocca and seconded by Kathy Olmsted, it was **VOTED 5-0 to approve the management agreement at a rate of \$4,187 per month**.

Cindy advised the board that the next meeting will be the budget meeting, and the siding project should be starting mid-October.

The next Board meeting was scheduled for Friday, November 7, 2025.

There being no further business, and upon motion made by Michelene Shinnick, it was **VOTED 5-0 to adjourn at 9:30 a.m.**

Cynthia Dunn, Recording Secretary