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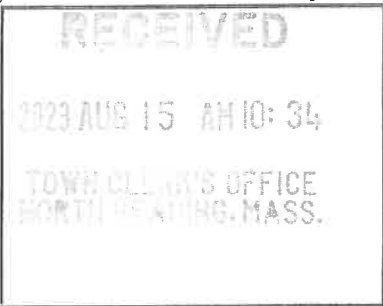
Town Clerk's Time Stamp

# MEETING NOTICE

TOWN OF NORTH READING, MASSACHUSETTS

235 North Street, North Reading, MA 01864

[Click here for Website Calendar](#)



48-hour notice effective when time-stamped

PUBLIC BODY:

North Reading Housing Authority

Add additional Board/Committee above if joint meeting

MEETING PLACE:

41 Peabody Court  
Municipal Building

Community Room  
Room Name or Number

Street Address [required if not municipal building]

DAY: Thursday



DATE:

08/17/2023

TIME:

11:00

AM



SIGNED:

Lisa M. Quaratiello

DATE:

08/15/2023

Chairman / Secretary [or other authorized representative] & Title

Notice of every meeting of a local public body must be filed and time-stamped with the Town Clerk's Office at least 48 hours prior to such meeting (excluding Saturdays, Sundays and legal holidays) and posted thereafter in accordance with the provisions of the Open Meeting Law, MGL 30A §§18-25 (Ch.28-2009). Such notice shall contain a listing of topics the Chair reasonably anticipates will be discussed at the meeting.

## AGENDA

[Listing of topics reasonably anticipated by the Chair -- Changes to the agenda must be processed through the Town Clerk's Office]

August 17, 2023 Board Meeting:

- 1) Call to Order
- 2) New Business
- 3) Approval of Meeting Minutes 7/13/2023
- 4) Monthly Financial Document Review: July 2023 bank statements, check register, and payroll summary. 2022 4th quarter accounting and Fiscal Year End certifications.
- 5) Wage Match Certification
- 6) Capital Report: 199055 ARPA TAR: Fire Alarm Upgrades - Schematic Design phase submittal and review memo vote. 199046 Walkway Replacement Peabody Court funding update. New RCAT project manager visit for 199053 Peabody CT Storm Doors & 199054 Bathroom Upgrade Swan Pond.
- 7) Maintenance Report: Work orders & Maintenance Highlights. Swan Pond Unit Inspections.
- 8) Tenant Notices – July 18th tenant event organized by NRHA Resident Services Coordinator.
- 9) Vacancy Report
- 10) Tenant Account Receivables Summary and legal update. Tenant rent mid month reminder form.
- 11) Administrative Staff Training – PHA Network new TAR module.
- 12) Public Comment
- 13) Scheduling of Next Meeting
- 14) Adjournment

Complete the form then save the file locally. Once saved, send the file as an attachment to: [meetingnotice@northreadingma.gov](mailto:meetingnotice@northreadingma.gov)

ADA Accessibility: The Town of North Reading invites participation by everyone and does not discriminate on the basis of disability. The Town is committed to providing accessible services, programs, meetings, and documents. To request reasonable accommodation to participate in this meeting, you are encouraged to contact its organizers. Should you need further assistance, please contact ADA Coordinator Lil Hartman: [townadministrator@northreadingma.gov](mailto:townadministrator@northreadingma.gov) / 978-357-5210.