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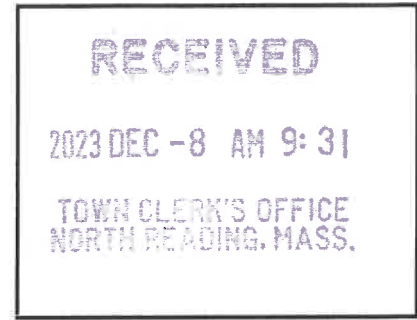
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MEETING NOTICE

TOWN OF NORTH READING, MASSACHUSETTS
235 North Street, North Reading, MA 01864

[Click here for Website Calendar](#)

Town Clerk's Time Stamp



PUBLIC BODY:

North Reading Housing Authority

Add additional Board/Committee above if joint meeting

48-hour notice effective when time-stamped

MEETING PLACE:

41 Peabody Court

Municipal Building

Community Room

Room Name or Number

Street Address [required if not municipal building]

DAY: Thursday



DATE:

12/14/2023

TIME:

09:00

AM



SIGNED:

Lisa M. Quaratiello

DATE:

12/08/2023

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]

- 1) Call to Order
- 2) New Business
- 3) Approval of Meeting Minutes 11/9/2023
- 4) Executive Director transition.
- 5) Resident Services Coordinator Contract Renewal.
- 6) Fenton Ewald Accounting Contract renewal.
- 7) Monthly Financial Document Review: November 2023 bank statements, check register, and payroll summary.
- 8) AUP visit scheduled.
- 9) Capital Report: 199054 Swan Pond Bathroom renovation designer fee approval.
- 10) Maintenance Report: New Truck, Swan Pond Fence, Winter prep, Work orders & Maintenance Highlights
- 11) Vacancy Report
- 12) Tenant Account Receivables Summary and legal update.
- 13) Public Comment
- 14) Scheduling of Next Meeting
- 15) Adjournment

Complete the form then save the file locally. Once saved, send the file as an attachment to: 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 / 978-357-5210.