

A regular meeting of the Kingston Housing Authority was held on Tuesday December 9, 2025 at 5:00pm. The following members were in attendance:

Cindy Fitzgerald, Chair  
Matthew Donohue, Vice-Chair (arrived late)  
Mary Hayes, Commissioner

Also present:

Chris Plourde, Executive Director  
Greg McGowan, Facilities & Modernization Manager

1. Public Comment:  
None

2. Minutes:  
On a motion made by Mary Hayes and seconded by Matthew Donahue the board voted 3-0 to approve the Regular Meeting Minutes of September.

3. Executive Director Report:  
Chris presented the board reports for September, October and November and went over all the waiting lists, vacancies, work orders and outstanding rents.  
a. Biennial Rent- Determination Policy  
Chris explained that the state will allow us to re-determine rents every other year. We can just adjust income based on social security increase for non-rent recert year. On a motion made by Matthew Donohue and seconded by Mary Hayes, the board voted 3-0 to approve the new policy.

4. Facility Updates/Approvals:  
a. Snow Removal- Low Bid Approval- Meadowcrest  
On a motion made by Matthew Donohue and seconded by Mary Hayes, the board voted 3-0 to approve the low bid.  
b. 2027 CIP- Annual Plan Approval  
On a motion made by Matthew Donohue and seconded by Mary Hayes, the board voted 3-0 approve the 2027 annual plan.

5. Warrant:  
On a motion made by Matthew Donohue and seconded by Mary Hayes, the board voted 3-0 to approve the September warrant.  
On a motion made by Mary Hayes and seconded by Matthew Donohue, the board voted 3-0 to approve the October warrant.  
On a motion made by Matthew Donohue and seconded by Mary Hayes, the board voted 3-0 to approve the November warrant.

**Adjournment:**

On a motion made by Matthew Donohue and seconded by Mary Hayes the board voted 3-0 to adjourn, the meeting adjourned at 5:23pm.

**A true record**

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