

Regular Meeting
Natick Housing Authority
March 11, 2021

The Regular Meeting of the Natick Housing Authority was held on Thursday, March 11, 2021 by remote participation. The virtual meeting was held via GoToMeeting Conference Call at 6:30pm (EDT). The virtual meeting was called to order by Chairman, David Parish and upon roll call all those present and absent were as follows:

Present:	David P. Parish	-Chairman
	Margaret E. Kiely	-Vice-Chairman
	Erica E. Ball	-Commissioner
	William H. Grogan	-Treasurer
	Gregory K. Bazaz	-Assistant Treasurer
	Randy J. Waters	-Executive Director
	Sue Hur	-Finance Manager
	Sandra Green	- CGTO, President
Absent:	None	

Chairman, David Parish opened the meeting at 6:42pm and informed those in attendance that the meeting was being recorded.

Minutes

February 25, 2021

Erica Ball made a motion seconded by Meg Kiely and it was voted unanimously to approve the February 25, 2021 minutes as written.

Executive Director Report

Mr. Waters informed the Board that the NHA with Natick Board of Health have successfully held 3 vaccine clinics last week. All the NHA residents and staff were eligible and around 400 people were vaccinated. Jane Purser, Resident Services Coordinator ran this program and it was very well organized. The registration process was a bit tedious as each person needed to be reached to answer several questions. All NHA administrative staff contributed a lot of their time last couple of weeks. NHA and its residents are very grateful to Natick Board of Health for providing this service. There will be 2nd rounds of clinics at the end of the month.

Monthly Reports

Tenant Accounts Receivable

Mr. Waters informed to the Board that the tenant accounts receivable for the month of February 2021 increased to 16%. The pandemic continues to present financial challenges all around.

Vacancies

Mr. Waters reported to the Board that the vacancies for February 2021 remained at 5% agency wide with 17 units. Mr. Waters will make turning over units a priority with maintenance and administrative staff.

Financial Review & update

Vendor expenses, overtime and landlord payments for the month of February 2021 were reviewed.

Monthly financial reports for January 2021 and February 2021 were presented. NHA continues to perform well with 400-1 reserves remaining at 88%.

Greg Bazaz made a motion seconded by Meg Kiely and it was voted unanimously to accept and approve all financials as presented.

2021 Fenton, Ewald & Associates, P.C. Contract

Mr. Waters presented the contract for accounting services for 2021 with Fenton, Ewald & Associates, P.C. The monthly accounting services will increase to \$1,560, 4% from last year. Meg Kiely made a motion seconded by Erica Ball and it was voted unanimously to accept and approve the new 2021 contract with Fenton, Ewald & Associates, P.C.

Project #202098/Paving -Additional Parking @ Coolidge Gardens

No update at this time.

Project #202116/West Hill Park asphalt repairs

No update at this time.

Project #202117/667-1 & 2 bathroom upgrade

Mr. Waters updated the Board that this job has been completed.

Staffing & Organizational Updates – Administrative & Maintenance Departments

No update at this time.

Board Member Concerns

No update at this time.

Cedar Gardens Tenant Organization (CGTO) 2021 Annual Budget and 2020 Annual Report

Sandra Green presented to the Board 2020 Annual Report and 2021 Annual Budget. 2020 was a very trying year for all and she hopes to have more events in 2021. Meg Kiely made a motion seconded by Greg Bazaz and it was unanimously to accept and approve 2021 CGTO Budget in the amount of \$1,560.

Sandra and many Cedar Gardens residents appreciate all the support and assistance from James White, Director of Natick Board of Health. He plans to retire soon from serving the town for over 35 years. At the 2nd vaccine clinic at Cedar Gardens on April 1st at noon, she is planning a small ceremony and all are welcome to attend. All the Board members expressed their sincere gratitude to James White for his profound commitment to protect and serve all Natick residents.

William Grogan made a motion seconded by Greg Bazaz and it was voted unanimously to adjourn at 7:47pm.