

Regular Meeting
Natick Housing Authority
August 12, 2021

The Regular Meeting of the Natick Housing Authority was held on Thursday, August 12, 2021 in the Robert J. Ryan Community Board Room, Coolidge Gardens, 4 Cottage Street, Natick, Massachusetts at 6:30pm. The meeting was called to order by Chairman, Meg Kiely and upon roll call all those present and absent were as follows:

Present:	Margaret E. Kiely	-Chairman
	Gregory K. Bazaz	-Treasurer
	Erica E. Ball	-Commissioner (6:48pm)
	Kimberly Condon	-Assistant-Treasurer
	Randy J. Waters	-Executive Director
	Sue Hur	-Finance Manager
Absent:	William H. Grogan	-Vice-Chairman

Chairman, Meg Kiely opened the meeting at 6:48pm and informed those in attendance that the meeting was being recorded.

Minutes

July 12, 2021

Greg Bazaz made a motion seconded by Erica Ball and it was voted unanimously to approve the July 12, 2021 minutes as written.

July 19, 2021

Greg Bazaz made a motion seconded by Erica Ball and it was voted unanimously to approve the July 19, 2021 minutes as written.

Executive Director Report

Randy Waters introduced a new member of NHA Board of Commissioners, Kimberly Condon. She will be sworn in soon. Mr. Waters updated the Board about the Community Garden project with the Town of Natick. The Town hired a coordinator and will be introduced to us in October. The project will start next week with leveling the ground. They plan to have 55 plots available to all Natick residents.

Collection Loss

Mr. Waters presented to the Board a collection loss of \$218 to be written off for 140D Cedar Terrace in Cedar Gardens. The resident moved away. Erica Ball made a motion seconded by Greg Bazaz and it was voted unanimously to approve to write off the collection loss in the amount of \$218.

Monthly Reports

Tenant Accounts Receivable

Randy Waters informed the Board that the tenant accounts receivable for the month of July 2021 increased again to 21%. There are two family residents who have applied for raft program.

Vacancies

Randy Waters reported to the Board that the vacancies for July 2021 remained at 4% agency wide with 14 units. 2 units less than June 2021.

Financial Review & update

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

Monthly financial reports as of July 31, 2021 was presented. Mr. Waters informed the Board that NHA continues to perform well with 400-1 reserves slightly increased to 88%.

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

Project #202098/Paving -Additional Parking @ Coolidge Gardens

Randy Waters reminded the Board that the landscaping hasn't been completed.

Community Preservation Act (CPA)

CPA is a state law passed in 2000 that allows Massachusetts communities to conduct a referendum to add a small surcharge on local property taxes. Combined with matching funds from the statewide Community Preservation Trust Fund, this fund is used to build and rehab parks, playgrounds, recreation fields, protect open space, support local affordable housing development, and preserve historic buildings and resources. Erica Ball would like NHA to write a letter of support to the Town of Natick to bring such act to Natick. Greg Bazaz made a motion and seconded by Erica Ball and it was voted unanimously to agree for NHA to support this cause by writing a support letter to the Town of Natick.

Staffing & Organizational Updates – Administrative & Maintenance Departments

No update at this time.

NHA's Language Access Policy

Mr. Waters presented to the Board the updated NHA Language Access Policy. The Board agreed that some minor revisions are needed. After some discussion, Erica Ball made a motion and seconded by Greg Bazaz and it was voted unanimously to approve the updated policy with some minor revision.

Board Member Concerns

Chairman Kiely would like Mr. Waters to create a list of major concerns at each NHA sites that are not included in the CPA. The NHA reserves could be utilized to fund those concerns. She would like Mr. Waters to create a list of projects that could be funded by the NHA reserves.

Cedar Gardens Tenant Organization

Sandra Green announced that the Debbie Henry Appreciation event will be on Saturday, September 25th at 11am.

Greg Bazaz made a motion seconded by Meg Kiely and it was voted unanimously to adjourn at 7:59pm.