

Regular Meeting  
Natick Housing Authority  
June 9, 2022

The Regular Meeting of the Natick Housing Authority was held on Thursday, June 9, 2022 in the Robert P. Ryan Community Hall, 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 (Departed 7:30pm)
	William H. Grogan	-Vice-Chairman
	Gregory K. Bazaz	-Treasurer
	Erica E. Ball	-Commissioner
	Vacant	-Assistant-Treasurer
	Randy J. Waters	-Executive Director
	Sue Hur	-Finance Manager
Absent:	None	

Chairman, Meg Kiely opened the meeting at 6:32pm and informed those in attendance that the meeting was being recorded.

Minutes

May 12, 2022

William Grogan made a motion seconded by Greg Bazaz and it was voted unanimously to approve the May 12, 2022 minutes as written.

Executive Director Report

Randy Waters presented to the Board the FY2021 Performance Review (PMR) Results. The results revealed some findings and corrective action and operational guidance ratings were issued for those findings.

Monthly Reports

Tenant Accounts Receivable

Randy Waters informed the Board that the tenant accounts receivable for the month of May 2022 decreased to 12%.

### Vacancies

Randy Waters reported to the Board that the vacancies for May 2022 remained at 3% agency wide with 12 units, one less than last month.

### Financial Review & update

Vendor expenses, overtime and landlord payments for the month of May 2022 were reviewed.

Monthly financial reports as of May 31, 2022 were presented. Mr. Waters informed the Board that NHA continues to perform well and the 400-1 reserves at the end of April 2022 decreased to 88%.

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

### Collection Loss

Mr. Waters presented to the Board a collection loss totaling \$576 to be written off for 140B Cedar Terrace. The resident passed away. William Grogan made a motion seconded by Greg Bazaz and it was voted unanimously to approve to write off a collection loss in the amount of \$576.

### Capital & Modernization Updates

#### Project 202118/Bathroom Upgrade Phase 2

Mr. Waters updated the Board that this project should be going out to bid in July.

#### Project 202124/Paving Project @ Cedar Gardens

No update at this time.

#### Project 202125/Heating pump at 201 Pond Street.

This project is still in design phase

#### Power washing at Cedar Gardens

Mr. Waters informed the Board that the power washing has been completed and Natick Affordable Housing Trust will issue a check for \$9,000.

#### 28 Curve Street Roofing Project

The emergency roof replacement project will start on June 10, 2022.

### Staffing & Organizational Updates

No update at this time.

### Board Member Concerns

Chairman Kiely and the Board are grateful to Kimberly Condon for her continuous work to create a beautiful garden space at Cedar Gardens with the help of Natick Garden Club and their generous donation of plants.

### Cedar Gardens Tenant Organization Report

Sandra Green updated the Board that the Donna Denault will remain CGTO Secretary for another term. All the CGTO events going well and the landscape at Cedar Gardens is coming along. She and many residents are looking to the Summer BBQ Party on June 22, 2022 that Jane Purser has organized with a partnership with the Natick Rotary Club and generous donations from Roche Bros. and Wegmans.

Erica Ball made a motion seconded by Greg Bazaz and it was voted unanimously to adjourn at 7:38pm.