

Regular Meeting
Natick Housing Authority
September 8, 2022

The Regular Meeting of the Natick Housing Authority was held on Thursday, September 8, 2022 in the Robert P. Ryan Community Hall, Coolidge Gardens, 4 Cottage Street, Natick, Massachusetts at 7:00pm. 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
	William H. Grogan	-Vice-Chairman
	Gregory K. Bazaz	-Treasurer
	Erica E. Ball	-Commissioner (Arrived 7:28pm)
	Vacant	-Assistant-Treasurer
	Randy J. Waters	-Executive Director
	Sue Hur	-Finance Manager

Absent: None

Chairman, Meg Kiely opened the meeting at 7:20pm and informed those in attendance that the meeting was being recorded.

Minutes

July 14, 2022

William Grogan made a motion seconded by Greg Bazaz and it was voted unanimously to approve the July 14, 2022 minutes as written.

Monthly Reports

Tenant Accounts Receivable

Randy Waters informed the Board that the tenant accounts receivable for the month of August 2022 decreased to 16% from 17% in July 2022.

Vacancies

Randy Waters reported to the Board that the vacancies for August 2022 increased to 6% agency wide with 22 units, two more than last month. 12 vacant units are scheduled to be completed by 10/15/22

Financial Review & update

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

Monthly financial reports as of July 31, 2022 and August 30, 2022 were presented. Mr. Waters informed the Board that NHA continues to perform well and the 400-1 reserves at the end of August 2022 increased to 89%. Mr. Waters informed the Board that NHA has been awarded 3 more section 8 vouchers.

Greg Bazaz made a motion seconded by William Grogan 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 \$1,188 to be written off for 6 units in Cedar Gardens for the amounts and the reasons listed below:

36C Cedar Avenue	\$10.00	Deceased
66A Cedar Avenue	\$170.00	Moved out of State
74B Cedar Avenue	\$291.00	Deceased
98A Cedar Avenue	\$87.00	Nursing Home
102A Cedar Avenue	\$290.00	Moved out of the area
118A Cedar Avenue	\$340.00	Nursing Home

William Grogan made a motion seconded by Erica Ball and it was voted unanimously to approve to write off the collection losses in the amount of \$1,188.

Capital & Modernization Updates

Project 202118/Bathroom Upgrade Phase 2

Mr. Waters presented to the Board the low bidder recommended by Winslow Architects, Inc., Vareika Construction Inc. of West Bridgewater, Ma. In the amount of \$827,300. This is the same company who completed the Phase 1 of this project. Erica Ball made a motion seconded by William Grogan and it was voted unanimously to approve this low bidder.

Project 202124/Paving Project @ Cedar Gardens

No update at this time.

Project 202125/Whole House Heating Pump

No update at this time.

Annual Plan

Mr. Waters reminded the Board that the Annual Plan is on the NHA website for review and the hearing will be held at the October board meeting.

Staffing & Organizational Updates

None at this time.

Board Member Concerns

Chairman Kiely would like to find out the details on how to get a tenant to become a NHA board member and what happens after the waiver expires. William Grogan would like an update on the items to be completed on the DHCD findings. The Board and the entire NHA community would like to thank Erica Ball for her incredible dedication to Natick Housing residents for over 12 years. She will be greatly missed.

Cedar Gardens Tenant Organization Report

Sandra Green presented to Erica Ball an Appreciation Award from CGTO for her tireless efforts and support to NHA residents and the entire Natick community.

Greg Bazaz made a motion seconded by William Grogan and it was voted unanimously to adjourn at 9:05pm.