

Regular Meeting
Natick Housing Authority
October 25, 2022

The Regular Meeting of the Natick Housing Authority was held on Tuesday, October 25, 2022 in the Robert P. Ryan Community Hall, Coolidge Gardens, 4 Cottage Street, Natick, Massachusetts at 6:00pm. 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
	Vacant	-Commissioner
	Vacant	-Assistant-Treasurer
	Randy J. Waters	-Executive Director
	Sue Hur	-Finance Manager

Absent: None

Chairman, Meg Kiely opened the meeting at 6:06pm and informed those in attendance that the meeting was being recorded.

Minutes

September 8, 2022

Greg Bazaz made a motion seconded by William Grogan and it was voted unanimously to approve the September 8, 2022 minutes as written.

Monthly Reports

Tenant Accounts Receivable

Randy Waters informed the Board that the tenant accounts receivable for the month of September 2022 increased to 24%. There were some unreported income in Forest Green.

Vacancies

Randy Waters reported to the Board that the vacancies for September 2022 remained at 6% agency wide with 23 units, one more than last month.

Financial Review & update

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

Monthly financial reports as of September 30, 2022 were presented. Mr. Waters informed the Board that NHA continues to perform well and the 400-1 reserves at the end of September 2022 remained at 89%. Mr. Waters advised that the Section 8 reserves could be used to cover the rising rents.

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

2022/2023 Fair Market Rents/Payment Standards

Mr. Waters presented to the Board the 2022/2023 Payment Standards at Fair Market Rent (FMR) for the zero, one, two, three and four bedroom. The new payment standards will be effective December 1, 2022. Greg Bazaz made a motion seconded by William Grogan and it was voted unanimously to accept the 2022/2023 Section 8 Fair Market Rents as follows:

	0-Bedroom	1-Bedroom	2-Bedroom	3-Bedroom	4-Bedroom
FMR	2025	2198	2635	3207	3540
Payment Standard	2025	2198	2635	3207	3540

Project 202118/Bathroom Upgrade Phase 2

Mr. Waters updated the Board that the contract has been signed and the pre-construction meeting will be scheduled soon.

Project 202124/Paving Project @ Cedar Gardens

No update at this time.

Project 202125/Whole House Heating Pump

Mr. Waters updated the Board that this project is almost ready to go out to bid.

Capital Improvement Plan (CIP)

Mr. Waters presented to the Board the list of Capital Improvement projects and the projects to be completed with NHA reserves are also included on the list. The Board would like the list modified to show the year the spending will occur and how the project would be funded, ie ARPA, HILLAP, Reserves, etc.

NHA 2023 Annual Plan

William Grogan made a motion seconded by Greg Bazaz and it was voted unanimously to approve the 2023 Annual Plan that was presented and have been posted on NHA website.

Staffing & Organizational Updates

RSC Update & Funding Application Report

Mr. Waters presented to the Board the Resident Service Coordinators (RSC) Notice of Funding Availability (NOFA) published by DHCD, PHN2022-14 on 09/07/2022. This document announced that the current RSC grant funding qualifies for additional funding and is eligible to extend funding starting FY23 through FY27. After reviewing the application process stated in the document that DHCD will award \$50,000 annually for 5 years, Greg P. Bazaz made a motion seconded by William H. Grogan and it was voted unanimously to accept and approve the application to receive increased RSC grant funding from DHCD for a period of five years (starting FY23 through FY27).

Board Member Concerns

William Grogan requested an update on the DHCD findings and Mr. Waters informed the Board that Lisa Taylor and Robert Garrett just met with NHA. They went over the TAR reporting and hopes to conduct PMR every two years.

Cedar Gardens Tenant Organization Report

Sandra Green will hold an appreciation dinner for people who contribute to CGTO.

Greg Bazaz made a motion seconded by William Grogan and it was voted unanimously to adjourn at 7:21pm.