

Regular Meeting
Natick Housing Authority
December 8, 2022

The Regular Meeting of the Natick Housing Authority was held on Thursday, December 8, 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
	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 6:35pm and informed those in attendance that the meeting was being recorded.

Minutes

November 15, 2022

William Grogan made a motion seconded by Greg Bazaz and it was voted unanimously to approve the November 15, 2022 minutes as written.

Monthly Reports

Tenant Accounts Receivable

Randy Waters informed the Board that the tenant accounts receivable for the month of November 2022 increased to 47%. There were more unreported income uncovered through the recertification in the family units.

Vacancies

Randy Waters reported to the Board that the vacancies for November 2022 decreased to 5% agency wide with 21 units, one less than last month.

Financial Review & update

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

Monthly financial reports as of November 30, 2022 were presented. Mr. Waters informed the Board that NHA continues to perform well and the 400-1 reserves at the end of November 2022 remained at 88%.

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

Collection Loss

Mr. Waters presented to the Board a collection loss in the amount of \$2,100 to be written off for 138C Cedar Terrace. The unit has been taken possession as the resident moved to a facility. Greg Bazaz made a motion seconded by William Grogan and it was voted unanimously to approve to write off the collection loss in the amount of \$2,100.

Project 202118/Bathroom Upgrade Phase 2

Mr. Waters updated the Board that the Notice to Proceed has been signed and the contractor has provided the schedule and the first 2 bathrooms could start in the first week of January 2023. He will schedule a meeting with the affected Cedar Gardens residents soon.

Project 202124/Paving Project @ Cedar Gardens

Mr. Water updated the Board that the project is still in the design phase. The engineer is still working on the specifications.

Project 202125/Whole House Heating Pump

No update at this time.

ARPA Contract for Financial Assistance (CFA) Awards

Mr. Waters presented to the Board ARPA Contract for Financial Assistance (CPA) 4001 in the amount of \$612,008.00 to fund ARPA Formula Funding. The CPA has an expiration date of December 31, 2006, William H. Grogan made a motion seconded by Gregory K. Bazaz and it was voted unanimously to accept and approve the ARPA Formula Funding from DHCD in the amount of \$612,008.00.

Mr. Waters also presented to the Board ARPA Contract for Financial Assistance (CPA) 4050 in the amount of \$443,919.00 to fund ARPA Targeted award. The CPA has an expiration date of December 31, 2006, William H. Grogan made a motion seconded by Gregory K. Bazaz and it was voted unanimously to accept and approve the ARPA Targeted award from DHCD in the amount of \$443,919.00.

Staffing & Organizational Updates

None at this time.

Board Member Concerns

Greg Bazaz requests for Jane Purser, Resident Services Coordinator to research about snow removal assistance program for elders. It is becoming difficult for some residents to clean off their cars. He also requests the Board to consider holding meetings at Cedar Gardens especially during the winter months. Meg Kiely requests from Greg Bazaz to share information from the Natick Affordable Trust meetings.

Cedar Gardens Tenant Organization Report

Sandra Green informed the Board that CGTO will host meatball sub party on Saturday and hopes to host a lasagna party in January.

Greg Bazaz made a motion seconded by William Grogan and it was voted unanimously to adjourn at 7:42pm.