

Annual Meeting
Natick Housing Authority
April 25, 2023

The Annual Meeting of the Natick Housing Authority was held on Tuesday, April 25, 2023 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
	David M. Ciminelli	-Assistant Treasurer (6:55pm)
	Michael D. Lioce Jr.	-Commissioner
	Randy J. Waters	-Executive Director
	Sue Hur	-Finance & Operations Manager

Absent: None

Chairman, Meg Kiely opened the meeting at 6:30pm and informed those in attendance that the meeting was being recorded. Chairman Kiely introduced Michael D. Lioce Jr. as the newly elected 3-year term board member.

Minutes

March 9, 2023

Greg Bazaz made a motion seconded by William Grogan and it was voted unanimously to approve the March 9, 2023 minutes as written.

Monthly Reports

Tenant Accounts Receivable

Randy Waters informed the Board that the tenant accounts receivable for the month of March 2023 increased to 57%.

Vacancies

Randy Waters reported to the Board that the vacancies for March 2023 decreased to 5% agency wide with 20 units, 3 less than the prior month.

Financial Review & update

Vendor expenses, overtime and landlord payments for the month of March 2023 were reviewed.

Mr. Waters presented to the Board the monthly financial statement as of January 31, 2023, February 28, 2023, and March 31, 2023. NHA continues to perform well. As of March 31, 2023, the 400-1 reserve balance is at 76%. The 689 program has a deficit due to replacement of fire alarm panel and exterior painting.

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

Reorganization of NHA Board of Directors

The Natick Housing Authority By-Laws require the election and/or appointment of Officers: Chairman, Vice-Chairman, Treasurer, Assistant Treasurer and Commissioner from among the members of the Housing Authority Board at the Annual Meeting.

Each officer shall hold office for one year or until their successors are elected and qualified.

After a brief review of the role of each position, Chairman Meg Kiely asked for nominations of the Chairman, Vice Chairman, Treasurer, Assistant Treasurer and Commissioner Positions for the 2023-2024 year,

William Grogan nominated Meg Kiely as Chairman, seconded by Greg Bazaz and it was voted all in favor.

Greg Bazaz nominated William Grogan as Vice Chairman, seconded by Michael Lioce Jr. and it was voted all in favor.

William Grogan nominated Greg Bazaz as Treasurer, seconded by Michael Lioce Jr and it was voted all in favor.

William Grogan nominated David Ciminelli as Assistant Treasurer, seconded by Michael Lioce Jr and it was voted all in favor.

William Grogan nominated Michael Lioce Jr as Commissioner, seconded by Greg Bazaz and it was voted all in favor.

Project 202118/Bathroom Upgrade Phase 2

Mr. Waters informed the Board that this project will be completed soon. 85% of the last building has been completed.

Project 202124/Paving Project @ Cedar Gardens

Mr. Waters expects the design phase to be completed in the next 2 months.

Project 202125/Whole House Heating Pump

This project will start soon.

CIP & Reserve Funding update

Mr. Waters shared with the Board the list of all NHA reserves projects and DHCD formula funding projects from FY2023 through FY2026. After some discussion, the Board would like the list to reflect the funding sources and projected income for the next 4 years. In the near future, NHA must narrow down the reserves projects list as NHA reserves funds are not sufficient to cover the majority of the projects listed.

Staffing & Organizational Updates

Mr. Waters shared the result of the Resident Survey conducted by DHCD in the fall of 2022. They sent out 200 surveys of which 82 were completed. The survey demonstrated that NHA is performing fairly well but still have some room for improvements.

Board Member Concerns

Greg Bazaz who is also a board member of Natick Affordable Housing Trust suggested that NHA to apply for funds that may be available. He will meet up with Mr. Waters next Wednesday to select a project or two from the list.

Cedar Gardens Tenant Organization Annual Budget Report

Sandra Green re-presented to the Board the CGTO Annual report and CGTO 2023-2024 Annual Budget showing less amount allocated for conferences. She received some funding to attend the conferences. After some discussion, William Grogan made a motion seconded by Michael Lioce Jr. and it was voted (4) ayes, (0) nays, and (1) abstain to approve the remaining \$1,380 of the annual CTGO 2023-2024 budget. The total amount is \$1,560.

Greg Bazaz made a motion seconded by William Grogan and it was voted unanimously to adjourn at 7:30pm.