

Regular Meeting  
Natick Housing Authority  
October 26, 2023

The Regular Meeting of the Natick Housing Authority was held on Thursday, October 26, 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 Vice-Chairman, William Grogan and upon roll call all those present and absent were as follows:

Present:	Margaret E. Kiely	-Chairman (Arrived 6:35pm)
	William H. Grogan	-Vice-Chairman
	Gregory K. Bazaz	-Treasurer
	Michael D. Lioce Jr.	-Commissioner
	Randy J. Waters	-Executive Director
	Sue Hur	-Finance & Operations Manager
Absent:	David M. Ciminelli	-Assistant Treasurer

Vice-Chairman, William Grogan opened the meeting at 6:33pm and informed those in attendance that the meeting was being recorded.

Minutes

September 14, 2023

Greg Bazaz made a motion seconded by Michael Lioce Jr. and it was voted unanimously to approve the September 14, 2023 minutes as written.

Monthly Reports

Tenant Accounts Receivable

Randy Waters informed the Board that the tenant accounts receivable for the month of September 2023 increased to 38%.

Vacancies

Randy Waters reported to the Board that the vacancies for September 2023 remained at 8% agency wide with 28 units. MassNahro can assist with the CHAMPS mailing for \$3.55/applicant and this cost will be covered under the EOHLC vacancy initiative.

Financial Review & update

Vendor expenses, employee earnings, over-time, and landlord payments for the month of September 2023 were reviewed.

Mr. Waters presented to the Board the financial statements as of September 30, 2023. NHA 400-1 reserves increased to 77%.

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

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

Mr. Waters updated the Board that he is still waiting for EOHL.

#### Project 202125/Whole House Heating Pump

No update at this time.

#### Staffing Position Update

Two new Housing Coordinators are progressing well with the training and Mr. Waters is optimistic that NHA will be in a good position in the next couple of months.

#### Performance Management Review (PMR)

Mr. Waters presented to the Board the 8 concerns discovered by the PMR and updated the Board on the progress of each item. He shared that NHA maintenance staff will be trained to use tablets to perform their jobs more efficiently. Hiring the Facilities Manager will resolve some of the concerns as well.

#### Board Member Concerns

The Board would like Coolidge Garden elevator project and the Cedar Garden Fire Alarm panel project listed on the future agenda as well as the list of all NHA projects list included in the future board packets.

#### Community Preservation Committee Representative

William Grogan made a motion to nominate Greg Bazaz to represent NHA at the Community Preservation Committee, this motion was seconded by Meg Kiely and voted unanimously to appoint Greg Bazaz to represent the Natick Housing Authority at Natick Community Preservation Committee.

#### Tenants Concerns

Jim Savin is concerned with the elevator and fire alarm system at Coolidge Gardens. Sandra Green commented that the painting of the buildings at Cedar Gardens look good and shared that CGTO is hosting a party on 11/17/23 at 4pm. Deborah Doucette liked the painting of the wall at Cedar Gardens.

Greg Bazaz made a motion seconded by William Grogan and it was voted unanimously to adjourn at 7:58pm.