

Annual Meeting
Natick Housing Authority
April 16, 2024

The Annual Meeting of the Natick Housing Authority was held on Tuesday, April 16, 2024 in the P. Joseph Coan Community Hall, Cedar Gardens, 40 Cedar Ave, 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
	Michael D. Lioce Jr.	-Commissioner (Arrived 7:19pm)
	Deborah Doucette	-New Board Member
	Randy J. Waters	-Executive Director
	Sue Hur	-Finance & Operations Manager
Absent:	David M. Ciminelli	-Assistant Treasurer

Chairman, Meg Kiely opened the meeting at 6:35pm and informed those in attendance that the meeting was being recorded. She welcomed a new Board member, Deborah Doucette.

Minutes

March 14, 2024

William Grogan made a motion seconded by Deborah Doucette and it was voted unanimously to approve the March 14, 2024 minutes as written.

Monthly Reports

Tenant Accounts Receivable

Randy Waters informed the Board that the tenant accounts receivable for the month of March 2024 increased to 20%.

Vacancies

Randy Waters reported to the Board that the vacancies for March 2024 decreased to 3% agency wide with 13 units.

Financial Review & update

Vendor expenses, employee earnings, over-time, and landlord payments for the month of March 2024 were reviewed.

Mr. Waters informed the Board the financial statements as of March 31, 2024 and as of April 30, 2024 will be presented at the next Board Meeting.

William Grogan made a motion seconded by Deborah Doucette and it was voted unanimously to approve all financials as presented for March 2024.

Project 202123/Fire Alarm System Upgrade 667-1 - 4

Mr. Waters updated the Board that the meeting with the Natick Fire Department is next Thursday and will know next month when it will go out to bid.

Project 202124/Paving Project @ Cedar Gardens

Mr. Waters informed the Board that the Notice to Proceed was signed 2 weeks ago and this project should be completed by July 2024.

Project 202125/Whole House Heating Pump

Mr. Waters updated the Board that the Notice to Proceed was signed and the project will start at the end of April 2024.

Project 202132/Window Replacement 200-1

No update at this time.

Project 202133/Entry Stoop repairs 200-1

No update at this time.

Project 202134/Intercom Replacement 667-5

Mr. Waters updated the Board that the bid should be going out at the end of this month for this project.

Project 202135/Elevator Replacement 667-5

No update at this time.

Project 202136/Window Replacement 705-3

No update at this time.

Performance Management Review (PMR)

Mr. Waters updated the Board that EOHLC will conduct FY2023 PMR on May 10, 2024.

HUD Section 8 Corrective Action Plan (CAP)

Mr. Waters informed the Board that HUD came out on 3/21/24 and 3/22/24 but he has not yet received the report of findings.

Board Member Concerns

The reorganization of the NHA Board members will be done at the next Board meeting.

CGTO Report

Mary Somers informed the Board the new CGTO Board members. President, Deborah Doucette, Vice-President, Alan Ellman, Secretary, Beverly Doll, and Treasurer, Mary Somers. They have been busy cleaning and setting up the office and office hours. Mary requested for the handicap parking at the Cedar Community Hall to be moved and be available for people who are visiting the community hall.

Tenants Concerns

Barbara Fornaro wants walk-in showers at Coolidge Gardens. Jim Sabin wants signs at Coolidge Gardens parking lot to deter non-residents from parking in the lot.

William Grogan made a motion to move to an Executive Session, purpose 1, G.L. c. 30A, s. 21 (a)(1) (“to discuss complaints or charges brought against, a public officer, employee, staff member or individual”) and will not return to public meeting. It was seconded by Michael Lioce Jr. and it was voted unanimously to adjourn the public meeting at 7:27pm.