

Regular Meeting
Natick Housing Authority
May 9, 2024

The Regular Meeting of the Natick Housing Authority was held on Thursday, May 9, 2024 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
	Michael D. Lioce Jr.	-Commissioner
	David M. Ciminelli	-Treasurer
	Randy J. Waters	-Executive Director
	Sue Hur	-Finance & Operations Manager
	Jane Purser	-Resident Services Coordinator
Absent:	Deborah Doucette	-Assistant Treasurer

Chairman, Meg Kiely opened the meeting at 6:36pm and informed those in attendance that the meeting was being recorded.

Minutes

April 16, 2024

David Ciminelli made a motion seconded by Michael Lioce Jr. and it was voted unanimously to approve the April 16, 2024 minutes as written.

Monthly Reports

Tenant Accounts Receivable

Randy Waters informed the Board that the tenant accounts receivable for the month of April 2024 increased to 22%.

Vacancies

Randy Waters reported to the Board that the vacancies for April 2024 remained at 3% agency wide with 11 units, 2 units less than the previous month.

Financial Review & update

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

Mr. Waters presented to the Board the financial statements as of March 31, 2024 and as of April 30, 2024. The 400-1 reserves balance as of April 30, 2024 is \$805,685 or 55%.

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

Fenton, Ewald & Associates, PC FY2024 Contract

Mr. Waters presented the contract for accounting services for 2024 with Fenton, Ewald & Associates, P.C. The monthly accounting services will increase to \$1,772, 5% from last year. William Grogan made a motion seconded by Michael Lioce Jr. and it was voted unanimously to accept and approve the new 2024 contract with Fenton, Ewald & Associates, P.C.

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

Mr. Waters updated the Board that this project should go out to bid at the end of June 2024.

Project 202124/Paving Project @ Cedar Gardens

Mr. Waters informed the Board that this project started 2 weeks ago.

Project 202125/Whole House Heating Pump

Mr. Waters updated the Board that this project started today.

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

No update at this time.

Project 202135/Elevator Replacement 667-5

No update at this time.

Project 202136/Window Replacement 705-3

Mr. Waters updated the Board that Winslow Architects will come out next Friday to look at the sites, 5 buildings at School Street Extension. This project is estimated to cost around \$170,000.

Performance Management Review (PMR)

EOHLC will conduct 2023PMR on May 10, 2024.

HUD Section 8 Corrective Action Plan (CAP)

Mr. Waters updated the Board that the report has not been issued yet.

RSC Report

Jane Purser presented to the Board her report. She applied for a grant with the Middlesex Bank and hopes to hear back by end of May. She shared that many new residents exhibit challenging needs and she is making more referrals especially with needs related to health. The Natick Board of Health nurse holds monthly blood pressure clinic at Cedar Gardens and will start home visits from next month. Natick Rotary will host another BBQ at Cedar Gardens on June 18, 2024. Council on Aging will provide a big screen tv for the Cedar Gardens Community Hall. Jane informed the Board that more and more residents suffer from mental health and health problems.

Board Member Concerns: Reorganization of NHA Board Members

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 2024-2025 year,

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

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

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

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

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

Michael Lioce Jr. made a motion seconded by David Ciminelli and it was voted unanimously to nominate William Grogan as the Housing Authority Representative on the Natick Community Preservation Committee.

Tenants Concerns

Barbara Fornaro wants windows to be replaced at Coolidge Gardens. Mary Somers provided some CGTO updates and requests to move the handicap parking space at the Community Hall and would like a bench in front of the entrance.

William Grogan made a motion seconded by Michael Lioce Jr. and it was voted unanimously to adjourn at 8:02pm.