


MEDFIELD HOUSING AUTHORITY

30 POUND STREET

MEDFIELD, MA 02052

508-359-6454



April 9th, 2024

The meeting of the Medfield Board of Directors came to order at 6:42pm in the community room of the Medfield Housing Authority.

Roll Call:

Absent:

Chairman Brent Nelson

Commissioner Rob Canavan

Commissioner Paul Hinkley

Commissioner Stacy Yakel

Commissioner Kathy McDonald

Also Present: Executive Director Candace Avery, Medfield Residents

Minutes:

Motion to approve the minutes of the March 2024 meeting as presented by Paul Hinkley

Second by Stacey Yakel

Vote approved Unanimously 4-0

Approval of the Payables:

Motion to approve the payables for the February 2024 meeting in the amount of \$34,438.05 by Stacey Yakel

Second by Paul Hinkley

Voted Unanimously 4-0

Motion to approve the payables as presented in the amount of \$30,943.83 by Paul Hinkley

Second by Stacy Yakel

Vote approved Unanimously 4-0

Executive Director's Report:

1 vacancy: turned over and now in process of lease. It is a 2br so it may take longer to lease.

Work Order Report: Being done in real time along with preventative maintenance. ED working with Sam on correcting some processes that are not working at their fullest potential such as landscaping.

Universal maintenance meetings will begin again next week.

Accountant Reports: all look good and all line items on budget. Reserves almost at 41%. These are lower than usual and should begin getting higher as snow season is at its end and legal fees should be at an end also.

Representative Garlick's office got in touch with EOHLC after ED reached out. Approval finally sent out and provided to Brian McMillan.

Net Metering: see forms. Annual savings of \$13,566 per year. Lower than what we had hoped due to the fact that we are in the Eversource district and net metering credits have been consumed so they are less available. It is still better than nothing. Chad Whittaker available at meeting to answer questions as discussed at prior meeting. Board asked questions regarding concerns and program reimbursement to the MHA. All members satisfied with program and responses and move to approve contract as presented.

Needs assessment will be done on parking lot as it is heaving from age and weather. Other projects may have to be put on hold or moved back to accommodate the project as it will be a large project.

Biannual Recertifications: ED informed board that EOHLC has put forward allowing the housing authorities to do biannual recertifications. If there is a large increase or decrease for an individual we will do an interim recertification for them as is protocol.

Easter/Spring candies were delivered to all residents.

Ice Cream social: Use black cow and make sundaes this year again. Will do event in June

Tenant meeting to be held April 23rd by ED for all tenants in the community room

Generator: need approval from EOHLC for the contractor for an additional \$6000.00 for running the lines for the generator itself for Eversource. Waiting on approval to move forward

Approval of the LNI rates: Current rate is \$34.20, New rate is \$34.84: Motion to approve by Paul Hinkley, Second by Stacey Yakel. Vote unanimous 4-0

Motion to approve ED Report by Lisa Donovan

Second by Paul Hinkley

Vote approved Unanimously 5-0

Old Business:

Community room cameras: ED would like final approval for the installation of the two cameras previously discussed inside of the community room to prevent damage from happening and individuals from entering the community room to do laundry who are not residents.

Net Metering: Approval of contract as presented. ED will submit immediately.

Motion to approve Old Business by Paul Hinkley

Second by Stacey Yakel

Vote Unanimous 4-0


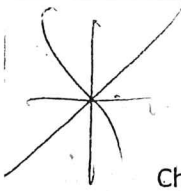
New Business: Welcome to newest board member Kathy McDonald! We are so pleased to have you as a member of our board and look forward to working with you!

Vote to approve New Business by Paul Hinkley

Second by Stacy Yakel

Vote Unanimous 4-0

Tenant Open Forum: Stacy Yakel inquired about making the recycling bin a different color from the regular trash to keep cross contamination from happening. ED will discuss with the disposal company



Chris McCue Potts asked about the annual plan and where it may be located. ED informed those in attendance it can be found on the MHA website and the website indicated on the posted notice. There will also be a copy kept in the office.

Rita: stove hood not working correctly: ED asked her to call office and it will be fixed

Need new stand for flag in community room, and residents would like new picnic tables as the ones we have are warped and old. ED will look into pricing along with new umbrellas

Adjournment:

Motion to Adjourn at 8:04pm by Stacey Yakel

Second by Paul Hinkley

Vote Unanimous 4-0