

MINUTES OF APRIL 28, 2021  
SPECIAL MEETING OF THE  
MEDWAY HOUSING AUTHORITY

The Medway Housing Authority held its Regular Meeting Wednesday, April 28, 2021 at 11:00 a.m. via the Zoom Tele Conferencing application. The following members participated remotely: Rita Larrabee, Carl Rice and James Coyle. Executive Director Hayley Fetrow and Assistant Director Sheila Souza also joined the meeting.

Mr. Rice called the meeting to order at 11:00 a.m.

Approval of FY2021 Budget Revision to 400-1 Program – E.D. Fetrow reviewed the Budget Revision No. 1 with the Board. She explained the increase in the Admin Salary was due to the DHCD Resident Services Coordinator grant. The Admin Other increased due to the Resident Services Coordinator Admin grant and increase in computer software costs and supplies due to COVID. The Operating subsidy increases due to grant reimbursement.

Upon the motion of Ms. Larrabee and seconded by Mr. Coyle, the Board voted to approve the FY 2021 Revision No. 1 to the 400-1 Program Budget.

Approval of Amendment #6 to CFA 5001 in the amount of \$248,918 – Upon the motion of Ms. Larrabee and seconded by Mr. Coyle, the Board voted to approve and authorize E.D. Fetrow to execute Amendment #6 to the Contract for Financial Assistance (CFA) 5001 in the amount of \$248,918 for the date of service from June 30, 2022 to June 30, 2024.

Approval of Contract Award 177039 for the Medway 667-2 Kitchen Modernization – Upon the motion of Ms. Larrabee and seconded by Mr. Coyle, the Board voted to award the contract for the Lovering Heights Kitchen modernization project to the apparent low bidder Eagle Eyes Contractor in the amount of \$165,000. Alternate #1 to Eagle Eyes Contractor in the amount of \$175,000 for 5 units and Alternate #2 to Vareika Construction in the amount of \$1548,000 for 4 units.

The May Meeting of the Medway Housing Authority will be held on May 12, 2021 at 12:30 p.m.

The April 28, 2021 Special Meeting of the Medway Housing Authority adjourned at 11:18 a.m. upon the motion of Mr. Rice and seconded by Ms. Larrabee.

Respectfully submitted,

Hayley S. Fetrow  
Executive Director and  
Secretary