

MINUTES OF DECEMBER 14, 2022
REGULAR MEETING OF THE
MEDWAY HOUSING AUTHORITY

The Medway Housing Authority held a Regular Meeting on Wednesday, December 14, 2022, at the Mahan Circle Conference Room. The following members were in attendance: Carl Rice, Linda Donahue, and Rita Larrabee.

Executive Director Hayley Fetrow and Resident Services Director Patty Der Garabedian.

Mr. Rice called the regular meeting to order at 12:32 p.m.

Chair Carl Rice asked the members if any changes were to be made in the minutes emailed to them. The minutes of the November 9, 2022 Regular Meeting minutes were approved upon the motion of Mrs. Larrabee and seconded by Mrs. Donahue.

Revolving Account – The November 2022 Warrant totaling \$179,047.55 was approved upon the motion of Mrs. Larrabee and seconded by Mrs. Donahue.

Public Comment – There was no public comment.

Resident Services Report – Resident Services Director Patty Der Garabedian updated the Board with the Resident Services Report for the month of November for all properties.

Management Report – E.D Fetrow reviewed the current vacancies and discussed the Tenant Accounts Receivables.

Executive Director Report – E.D. Fetrow reviewed the Administration and Maintenance/Capital Items with the Board. Items of note included planned tree trimming, planned ceiling work, completion of renovated ADA accessible bathroom, and future tub cut to increase safety and accessibility for Mahan Circle residents.

New Business

- a. MHA - Contract for Financial Assistance 5001 – Amendment #7 -
Approved upon the motion of Mrs. Donahue and seconded by Mrs. Larrabee.

Notices (available for review) – E.D. Fetrow informed the Board that the current DHCD notice is available for review.

- DHCD PHN 2022-23: Attestation Form for Nonpayment Notices to Quit

The December 14, 2022, Regular Meeting of the Medway Housing Authority adjourned at 1:26 p.m. upon the motion of Mr. Rice and seconded by Mrs. Larrabee.

Respectfully submitted,

Hayley S. Fetrow
Executive Director and
Secretary