

MINUTES OF FEBRUARY 8, 2023
REGULAR MEETING OF THE
MEDWAY HOUSING AUTHORITY

The Medway Housing Authority held a Regular Meeting on Wednesday, February 8, 2023, at the Mahan Circle Conference Room. The following members were in attendance: Carl Rice, Eugene Capozzoli, Linda Donahue, and Rita Larrabee.

Executive Director Hayley Fetrow and Resident Services Director Patty Der Garabedian were also in attendance.

Mr. Rice called the regular meeting to order at 12:33 p.m.

Mr. Rice asked the members if any changes were to be made in the minutes emailed to them. The minutes of the January 11, 2023 Regular Meeting minutes were approved upon the motion of Mrs. Larrabee and seconded by Ms. Donahue.

Revolving Account – The January 2023 Warrant totaling \$299,858.42 was approved upon the motion of Mrs. Larrabee and seconded by Ms. 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 January for all properties.

Management Report – E.D Fetrow reviewed the current vacancies and discussed the Tenant Accounts Receivables. There are multiple vacant units due to planned overhoused-transfers, one eviction and other move-outs. The maintenance staff have been working through 6 federal vacancies and 2 state vacancies. The TARS rate is less than 1%.

Executive Director Report – E.D. Fetrow reviewed the Administration and Maintenance/Capital Items with the Board. Items of note included a report on the open house held at Lovering Heights to showcase the renovated units as well as review of the draft Capital Plans submitted for the State and Federal programs.

New Business – There was no new business.

Notices (available for review) – E.D. Fetrow informed the Board that there was a single DHCD notice for review regarding Animals in State-Aided Housing.

The February 8, 2023, Regular Meeting of the Medway Housing Authority adjourned at 1:27 p.m. upon the motion of Ms. Donahue and seconded by Mr. Capozzoli.

Respectfully submitted,

Hayley S. Fetrow
Executive Director and
Secretary