

MINUTES OF JANUARY 11, 2023
REGULAR MEETING OF THE
MEDWAY HOUSING AUTHORITY

The Medway Housing Authority held a Regular Meeting on Wednesday, January 11, 2023, at the Mahan Circle Conference Room. The following members were in attendance: Eugene Capozzoli, Linda Donahue, and Rita Larrabee; Carl Rice was absent.

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

Ms. Donahue called the regular meeting to order at 12:30 p.m.

The Board took a moment to welcome new State Appointee Eugene Capozzoli.

Ms. Donahue asked the members if any changes were to be made in the minutes emailed to them. The minutes of the December 14, 2022 Regular Meeting minutes were approved upon the motion of Mrs. Larrabee and seconded by Mr. Capozzoli.

Revolving Account – The December 2022 Warrant totaling \$198,783.97 was approved upon the motion of Mrs. Larrabee and seconded by Mr. Capozzoli.

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. There are five units in lease up, three units in make ready and three units upcoming. 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 the planned open house at Lovering Heights to showcase the renovated units as well as replacement of the water main at Kenney Drive.

New Business – There was no new business.

Notices (available for review) – E.D. Fetrow informed the Board that there were no DHCD notice is available for review.

The January 11, 2023, Regular Meeting of the Medway Housing Authority adjourned at 1:31 p.m. upon the motion of Ms. Donahue and seconded by Mrs. Larrabee.

Respectfully submitted,

Hayley S. Fetrow
Executive Director and
Secretary