

MINUTES OF MAY 12, 2021
REGULAR MEETING OF THE
MEDWAY HOUSING AUTHORITY

The Medway Housing Authority held its Regular Meeting on Wednesday, May 12, 2021 at 12:30 p.m. at the Lovering Heights Community Room. The following members were in attendance: Linda Donahue, Andrea McCarthy, Rita Larrabee, James Coyle and Carl Rice. Executive Director Hayley Fetrow, Assistant Director Sheila Souza, Resident Services Director Patty Der Garabedian and Susan O'Connor were also in attendance.

Chairperson Donahue called the meeting to order and asked the members if any changes were to be made in the minutes that were emailed to them. There being no changes, the minutes of the April 14, 2021 Regular Meeting were approved upon the motion of Ms. Larrabee and seconded by Mr. Coyle. The minutes of the April 28, 2021 Special Meeting were approved upon the motion of Ms. McCarthy and seconded by Ms. Larrabee.

Bills

Revolving Account – The Accounts Payable Warrant totaling \$220,152.29 was approved upon the motion of Ms. Larrabee and seconded by Ms. McCarthy. A listing of these payments is attached.

Public Comment – E.D. Fetrow reported that no comments were received.

Resident Services Report – Ms. Der Garabedian updated the Board with her Resident Services Report for the month of April.

Ms. O'Connor was introduced and welcomed by the Board. She is starting the new Resident Services Coordinator position at the Authority on June 1st and will be working primarily with the families at Maple Lane.

Management Report

Vacancies – Maintenance is working on 103 Mahan Circle. A waiver was requested from DHCD for 4 Lovering Heights. This is the first unit to be completed in the kitchen remodel project. Next month 201 and 404 Mahan Circle will be vacant.

a. Executive Director Report – E.D. Fetrow reviewed the Administration, April 2021 Income & Expense Report, Tenants Accounts Receivable and Maintenance/Capital Items with the Board.

New Business

a. FY2021 Income Limits – The Income Limits for Admission to State-Aided Housing Programs effective April 1, 2021 were adopted by household size, \$70,750 for 1 person and \$80,850 for 2 persons, upon the motion of Ms. Larrabee and seconded by Mr. Coyle.

b. DHCD Quarterly Operating Statements – The Board acknowledged receiving a copy of the 400-1, 689-9, 689-1 and MRVP Operating Statements for the fiscal year ending 6/30/2021.

c. Notices (available for review) – E.D. Fetrow informed the Board that the current DHCD notices are available for review.

The June Annual Meeting of the Medway Housing Authority will be held on June 9, 2021 at 12:30 p.m.

The May 12, 2021 Regular Meeting of the Medway Housing Authority adjourned at 1:43p.m. upon the motion of Ms. Larrabee and seconded by Mr. Coyle.

Respectfully submitted,

Hayley S. Fetrow
Executive Director and
Secretary