

# Natick Housing Authority Special Board Meeting

## Place of Meeting

Robert Ryan Community Hall  
Coolidge Gardens  
4 Cottage Street  
Natick, MA 01760

## Date and Time

Wednesday, May 18, 2016  
7:00 PM

## **AGENDA**

### **1. 7:00 Meeting Opens/review of agenda and desired outcomes**

### **2. 7:05 Approval of Minutes: April 14, 2016(vote)**

### **3. 7:15 Financial Review and Updates**

- Accountant, Sue Honeycutt-to review and discuss the NHA's current financial position
- Monthly Reports- update
- Expense Listing; Rental Assistance Rent Roll; Monthly/Quarterly Operating Statements **(vote)**
- DHCD Wage Match for State Housing Program Tenants-discussion **(vote)**

### **4. 7:00 Physical Plant Updates**

- Jillian Wilson-Martin/Sustainability Coordinator for The Town of Natick-discussion
- Project#202091-Painting/cleaning hallways at Cedar Gardens-update
- Project#202092 power washing-Bids due 4/27/2016-Low Bid **(vote)**
- Project#202079 UST removal-Cert. of Final Compl., Req. for Payment **(vote)**
- Project#202088 Kitchen Cabinet/Flooring Replacement-update
- Project#202098 Paving; additional parking @ Coolidge Gardens-discussion
- Project#202099 DHCD Planning Grant-asbestos removal at Cedar Gardens 667-1-discussion
- Natick Service Council/Greg Tutuny-request to add an additional entry-discussion

### **5. 7:30 Offline Units**

- Project#202078 Conversion of Congregate Housing-Low Bid **(vote)**
- Project#202081 6 Plain Street-unit rehab-Change Order#1 **(vote)**

### **6. 7:45 Staffing Updates**

- Administrative Assistant job posting-update

### **7. 7:50 Organizational Updates**

- NHA To-Do List Review

### **8. 8:00 Other Business**

- Board Member Concerns
- Executive Director Comments
- CGTO-Update/comments

### **9. 8:15 Review Desired Outcomes and Next Steps**

### **10. 8:20 Meeting Ends**