MEDFIELD HOUSING AUTHORITY

30 POUND STREET

MEDFIELD, MA 02052

508-359-6454

January 9th, 2024

The meeting of the Medfield Board of Directors came to order at 6:39pm in the community room of the Medfield Housing Authority.

Roll Call:
Chairman Lisa Donovon
Commissioner Rob Canavan
Commissioner Paul Hinkley
Commissioner Brent Nelson (after open of meeting)

Absent:
Commissioner Stacy Yakel

Also Present: Executive Director Candace Avery, Tilden Residents, Town Residents, Developer Brian McMillan

Minutes:
Motion to approve the minutes of the December 2023 meeting as presented by Rob Canavan
Second by Paul Hinkley
Vote approved Unanimously 3-0

Approval of the Payables:
Motion to approve the payables as presented in the amount of $20,548.45 by Rob Canavan
Second by Paul Hinkley
Vote approved Unanimously 3-0

Executive Director's Report:
2 vacancies: turnovers complete: leases being scheduled
Work Order Report: Being done in real time with snow removal. First storm went ok with a few minor suggestions for new maintenance. With referral from prior board member Eileen DeSorgher we were able to obtain some college/local kids to help with shoveling as well as resident Carl Pizzoforello. They all did great. ED is meeting with Sam this week to review improvements for next storm. Tril period is over in two months and ED will do final review with him then as well.
Accountant Reports: all look good and all line items on budget. Reserves almost at 40% and look healthy.
Vote to approve PILOT contract with EOHLC that was provided at last meeting for additional attorney fee reimbursement.
Motion to approve by Brent Nelson
Second by Rob Canavan
Vote approved Unanimously 4-0

Developer Brian McMillan was able to change his schedule to attend the open meeting and just to reopen conversation with board although no additional movement has happened on the MDA approval or Tilden development. Brent Nelson asked Brian about the next steps after MDA is approved by EOHLC and Brian just reacquainted the board and attendees that the site eligibility would be the next step in the process. He recommunicated that nothing has changed on the project or design and that the reports will just need to be updated as so much time has passed. EOHLC will make their adjustments and give comments, then it will go back to zoning. Again, it is all the same information and design as was previously submitted and presented in the last round.
Brent stated that there is a new town planner and he will check in with them as will Brian to keep communication open and continue to build town support.
Vote to approve Executive Director Report as presented by Brent Nelson
Second by Rob Canavan
Vote Unanimous 4-0

Old Business:
PMR: Rescheduled due to a conflict with an eviction matter for Ashland. Will be held in February.
Vacancy Initiative: extended 90 days. Medfield will be fully leased by expiration. Initiative has been very helpful.
Motion to approve Old Business by Brent Nelson
Second by Rob Canavan
Vote Unanimous 4-0

New Business: Board Member Seat Election
Board voted for the annual election for positions:
All members voted for Commissioner Brent Nelson to be placed in position of Chairman. Motion by Lisa Donovan, Rob Canavan, and Paul Hinkley. Vote Unanimous 4-0.
All members voted for Commissioner Lisa Donovan to be placed in position of Vice Chair. Motion by Rob Canavan, Brent Nelson, and Paul Hinkley. Vote Unanimous 4-0
All members voted for Commissioner Paul Hinkley to be placed in position of Treasurer. Motion by Lisa Donovan, Brent Nelson, and Rob Canavan. Vote Unanimous 4-0
Positions to begin at next months meeting.
Vote to approve New Business by Brent Nelson
Second by Rob Canavan
Vote Unanimous 4-0

Tenant Open Forum: none

Adjournment:
Motion to Adjourn at 7:34pm by Brent Nelson
Second by Rob Canavan
Vote Unanimous 4-0

Next meeting February 13th, 2024 at 6:30pm