
MAYNARD HOUSING AUTHORITY

15 POWDERMILL CIRCLE
MAYNARD, MASSACHUSETTS 01754

BOARD OF COMMISSIONERS

Bill Cranshaw
Judith Peterson
Matthew Preys
Richard Greenaway

Regular Meeting

February 24, 2025, at 2:00 pm

Members present: Chair, William Cranshaw (WC), Judith Peterson (JP), Matthew Preys (MP)

Absent members: Richard Greenaway (RG).

Public present: Kristin Shearer

Call to Order: The meeting was called to order at 2:00 pm.

Minutes from January 15, 2025, regular board meeting were reviewed. No discussion. Motion by William Cranshaw to Approve minutes as written, Seconded by Matthew Preys. The vote was unanimous 3 – 0.

Vonnie Morris (VM) discussed the Contract for Financial Assistance (CFA) 5010 in the amount of \$104,992.00. The funds are from SUST-FY25 Decarbonization funds. This Contract for Financial Assistance, expiring June 30, 2028. This increase is for the Heat Trace on Attic Wire Piping Project #174028. Motion by William Cranshaw to Approve CFA 5010 in the amount of \$104,992.00, Seconded by Matthew Preys. The vote was unanimous 3 – 0.

VM discussed the 2025 Operating Budget for Federal Project, Dawn Grove. After brief discussion, Motion by William Cranshaw to Approve the 2025 Operating Budget, Seconded by Matthew Preys. The vote was unanimous 3 – 0.

VM discussed the Year-end Certifications for MHA State Programs. Quarterly Operation Statements for 4th Quarter FYE 12/31/2024 for 667-1 and the MRVP programs, Certifications of Compliance of Lead Paint Laws, Top 5 Compensation Form were reviewed. After discussion, Motion to Approve the Certification of Compliance and Top 5 Compensation Form by William Cranshaw, Seconded by Matthew Preys. The vote was unanimous 3 – 0.

The Executive Director (ED) discussed the need for higher utility allowances for Federal Property, Dawn Grove. There hasn't been a change in a couple of years. After brief discussion, Motion to Approve the Utility Allowance Schedule as presented by William Cranshaw, Seconded by Judith Peterson. The vote was unanimous 3 – 0.

ED discussed two changes that MHA wanted to make to the current No Smoking Lease Addendum for all properties. After discussion, there was one wording change the Board wanted made. Will make change and present to Board at next meeting for approval.

VM provided a copy of PHN 2025-02. Also provided was a copy of EOHLC approved Marino Construction Contract for deck and railing project.

William Cranshaw asked for an update on the Community Preservation Act door project. VM stated that the doors were ordered and received. MHA is waiting for the invoice from Minuteman Prehung Door. The contractor has been selected and will begin installation soon.

No Public Comment.

All bills and warrants were reviewed and executed properly.

Next meeting was scheduled for March 31, 2025, at 2 pm.

A motion to adjourn was made by William Cranshaw, Seconded by Matthew Preys. The vote was unanimous 3 - 0.

The meeting adjourned at 2:33 pm.

Date approved: _____