

WAYLAND HOUSING AUTHORITY
Board of Commissioners Meeting
December 17, 2009
Wayland Town Building, Wayland, MA

Regular Meeting Minutes

Present: Commissioners M. Antes, B. Francis, C. Raskin, S. Weinstein
Executive Director B. Boggia
Absent: R. Ashton
Others Present: Jan Dunn

Chairman Antes convened the meeting at 7:07 p.m.

Public Comment

There was no public comment.

Performance Management Process.

Jan Dunn provided a workshop for the Board on the Performance Management Process. Members will work on developing a Development Expectation Plan and goals for the Executive Director for the January meeting.

Employee Guide

The draft Time-Off Policy was discussed by the Board. B. Boggia arrived at 7:08 PM. B. Boggia and J. Dunn will take the Board comments and work on revising the draft.

Bill Warrant

S. Weinstein moved to approve the Bill Warrant for November 2009 and was seconded by C. Raskin. Vote: 4-0-0 (2009-120)

Minutes

C. Raskin moved to accept the minutes of 9/17/09 as amended and was seconded by B. Francis. Vote: 3-0-1 (2009-121)

S. Weinstein moved to accept the minutes of 11/12/09 as amended and was seconded by C. Raskin. Vote: 3-0-1 (2009-122)

Executive Director's Report

S. Weinstein moved to increase the salary for the Executive Director as per the 12/17/08 Board vote retroactive to July 1, 2009.

C. Raskin seconded. Vote: 4-0-0 (2009-123)

Following items were discussed in the Executive Director's Report: HUD inspections, Wayland Town Center, Grievance, meeting with Board of Selectmen on affordable housing issues, Doran Road, Affordable Housing Trust, CPC housing fund, Stonebridge Road and 4 School Street affordable housing proposals, bed bugs at the CVA, and the proposed federalization of Bent Park.

Other Business

S. Weinstein moved to approve the new utility allowance schedule for federal programs as prepared by Happy Software and was seconded by B. Francis. Vote: 4-0-0 (2009-124)

Next Meeting

The next meeting was scheduled for 7:00 PM on:

01/21/10 at Cochituate Village Apartments

02/25/10 at Bent Park

03/18/10 at Wayland Town Building

Adjourn

C. Raskin moved to adjourn the meeting and was seconded by S. Weinstein. Vote: 4-0-0 (2009-124)

M. Antes adjourned the meeting at 9:15 PM.

Attested: _____

Brian E. Boggia, Secretary to the Board