

**WAYLAND HOUSING AUTHORITY**  
**Board of Commissioners Meeting**  
**September 12, 2013**  
**Wayland Town Building, Wayland, MA**

**Regular Meeting Minutes**

Present: Commissioners Present: Mary Antes, Russell Ashton, Jackie Ducharme, Kevin Goodwin, Susan Weinstein  
WHA Staff: Brian Boggia, Lynn Poisson  
Absent: None  
Others Present: None

Chairman M. Antes convened the meeting at 7:01 P.M.

**Public Comment**

There was no public comment.

**Tenant Comment**

There was no tenant comment.

**Minutes**

K. Goodwin moved to approve the regular meeting minutes of 7/18/13 as amended, was seconded by J. Ducharme, and the motion was approved 4-0-1. (2013.36)

**Bill Warrant**

The Board reviewed the Bill Warrant. B. Boggia will provide the Board with utility consumption and cost data at the next meeting. B. Boggia stated that a landscaping contractor listed in the warrant had previously disclosed that he was related to a WHA staff person and was the low bidder. S. Weinstein moved to approve the Bill Warrant of July 2013 in the amount of \$59,080.64, R. Ashton seconded, and the motion was approved unanimously. (2013.37)  
K. Goodwin moved to approve the Bill Warrant for August 2013 in the amount of \$39,832.80, S. Weinstein seconded, and the motion was approved unanimously. (2013.38)

**Executive Director's Report**

B. Boggia reported on WHA operations. The Board noted that there was suspicious activity and an arrest at the Cochituate Village Apartments egress on Bradford Street. The Board considered the convenience of access to a nearby store vs. safety concerns of unauthorized persons entering the building. The Board reviewed the eviction log. The federal Sequestration was discussed and the effect that it was having on the Section 8 program. The Board discussed the resignation of Beth Rust from the Sudbury Housing Trust. M. Antes updated the Board on the meeting with the Wayland Historical Commission and designation of 106 Main Street on the National Register. R. Ashton will work on improving marketing of affordable housing units to minorities. B. Boggia noted that the WHA was in the process of contracting with a national credit reporting service to do background checks on new applicants.

**Budget Questionnaire**

B. Boggia reviewed the budget questionnaire for the FY 2014 operating budget. His recommendation was for a 4% increase for staff based on annual performance evaluations with a higher increase for the Program Administrator position. There was a discussion of the WHA Fee Accountant's recommendation of a 3% salary increase and DHCD Budget guidelines of an overall 9% budget increase with flexibility for salaries. K. Goodwin moved to approve the budget questionnaire as submitted, was seconded by S. Weinstein, and the motion passed unanimously. (2013.39)  
The WHA Fee Accountant will incorporate the budget questionnaire recommendations on a budget draft that he will present at the next Board meeting.

**Section-8 Federal Sequester and Payment Standards**

The Board discussed the WHA Certification contained in the HUD Section-8 Set-Aside funding application. Part of the certification is a requirement to reduce payment standards to the HUD Fair Market Rent. S. Weinstein moved to reduce the WHA Section 8 payment standard to the HUD Fair Market Rent for Wayland, was seconded by R. Ashton, and the motion was approved unanimously. (2013.40)

#### Regionalization of Housing Authorities

The Board discussed Governor Patrick's legislation to regionalize local housing authorities. B. Boggia plans on attending the legislative hearing at the State House and will continue to inform WHA tenants as events unfold.

#### Habitat Stonebridge

M. Antes reported that the Board of Selectmen has signed the regulatory agreement with DHCD. Town Counsel will be transferring the Stonebridge property deed to Habitat for Humanity.

#### Board Goals and Objectives

J. Ducharme asked the Board for a consensus on how to proceed to implement the WHA Board Goals and Objectives. The Board would like a separate meeting dedicated to this topic. The first step will be to look at the accessory apartment by-law. J. Ducharme moved that the WHA review at the WHA component for discussion, and make a recommendation to revise the by-law with the intent to make it less restrictive, S. Weinstein seconded, and the motion passed unanimously. (2013.41)

#### Annual Report

The Board reviewed the Annual Report to the Town from 2012. S. Weinstein will make revisions.

#### Next Meetings

7:00 PM on October 17, 2013 at the Cochituate Village Apartments

7:00 PM on November 12, 2013 at Bent Park

7:00 PM on December 19, 2013 at Town Building

#### Adjourn

S. Weinstein moved to adjourn, K. Goodwin seconded, and the motion was approved unanimously. (2013.41)

M. Antes adjourned the meeting at 8:55 PM.

Attested: \_\_\_\_\_  
Brian Boggia, Executive Director