

**WAYLAND HOUSING AUTHORITY**  
**Board of Commissioners Meeting**  
**October 17, 2013**  
**Cochituate Village Apartments, Wayland, MA**

**Regular Meeting Minutes**

Present: Commissioners Present: Mary Antes, Jackie Ducharme, Kevin Goodwin, Susan Weinstein  
WHA Staff: Brian Boggia, Lynn Poisson  
Absent: Commissioner Russell Ashton  
Others Present: Richard Conlon, WHA Fee Accountant

Chairman M. Antes convened the meeting at 7:10 P.M.

**Public Comment**

There was no public comment.

**Tenant Comment**

There was no tenant comment.

**Operating Budget**

R. Conlon reviewed the draft WHA FY 2014 operating budget for conventional public housing and the Section Eight rental assistance program. He noted that HUD has not calculated the 2014 operating subsidy because of the federal shut-down. The proposed budget takes into account future government shut-downs and reductions. The Board discussed salaries, the impact of further federal shut-downs, and reductions and their impacts, and operating reserve balances.

K. Goodwin moved to increase the Program Administrator's salary in addition to the raise in the draft budget and S. Weinstein seconded. The motion did not pass 1-3-0. (2013.42)

S. Weinstein moved to approve the FY 2014 AMP I public housing operating budget as prepared by the WHA Fee Accountant with annual expenditures in the amount of \$989,594, J. Ducharme seconded, and the motion passed 4-0-0. (2013.43)

S. Weinstein moved to approve the FY 2014 Section Eight Housing Choice Voucher Program operating budget as prepared by the WHA Fee Accountant with annual expenditures in the amount of \$74,521, J. Ducharme seconded, and the motion passed 4-0-0. (2013.44)

**Minutes**

K. Goodwin moved to approve the regular meeting minutes of 9/12/13 as amended, was seconded by J. Ducharme, and the motion was approved 4-0-1. (2013.45)

**Bill Warrant**

The Board reviewed the August Bill Warrant. S. Weinstein moved to approve the Bill Warrant of August 2013 in the amount of \$40,033.13, K. Goodwin seconded, and the motion was approved unanimously. (2013.46)

**Executive Director's Report**

B. Boggia reported on WHA operations. The Board discussed tenant access to Bradford Street as the CVA, evictions and terminations, federal sequestration and shut-down, National Credit Reporting services, Chapter 40B affordable housing rentals, sales, and ongoing monitoring, apartment turnover, the WHA high performer designation in the HUD Public Housing Assessment System, Board member training, and Gov. Patrick's regionalization of local housing authorities legislation.

**Annual Report to the Town**

J. Ducharme proposed some corrections to the narrative on finalization of the recommendations of the Dudley Area Advisory Committee. She will check the dates of the DAAC's last meeting.

#### Accessory Apartments

The Board discussed the accessory apartment by-law and revisions to make it more usable for homeowners. The changes will have to be in accordance with state regulations. The Board would like to meet with the Wayland Housing Partnership Committee (WHP) and Planning Board to discuss possible changes. M. Antes will ask that this item be put on the WHP agenda to further consider this.

#### Habitat Stonebridge

M. Antes reported on the progress of the Habitat affordable housing development on Stonebridge Road. Fundraising continues on schedule. 48 applications were taken out. The building permit should be issued shortly clearing the way for construction to begin in December.

#### 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 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)

#### Other Business

The Community Preservation Committee is presenting two articles at Special Town Meeting, one to appropriate \$25,000 for administrative expenses and another to purchase a conservation restriction on a large parcel on Lincoln Road. S. Weinstein reported that the CPC is working on two warrant articles to move \$25,000 to the operating fund to help with home inspections. The CPC is developing a list of community housing related projects like fire sprinklers for the Cochituate Village Apartments and an affordable housing trust.

#### Next Meetings

7:00 PM on November 12, 2013 at Town Building

7:00 PM on December 19, 2013 at Bent Park

#### Adjourn

K Goodwin moved to adjourn, J. Ducharme seconded, and the motion was approved unanimously. (2013.42)

M. Antes adjourned the meeting at 9:10 PM.

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