

WAYLAND HOUSING AUTHORITY
Board of Commissioners Meeting
July 31, 2014
Bent Park Community Room, 12 Bent Avenue, Wayland, MA

Regular Meeting Minutes

Commissioners Present: Mary Antes, Russell Ashton, Jackie Ducharme, Kevin Goodwin, Susan Weinstein
Absent: None

WHA Staff Present: Executive Director Brian Boggia, Program Administrator Lynn Poisson
Bent Park Residents present: David Hiltz, Vickie Paine, Rita Soule.

Chair K. Goodwin called the meeting to order at 7:00 p.m.

Public Comment

There was no public comment.

Tenant Comment

V. Paine asked about her position on the waiting list for a parking space in the parking lot and thanked the staff for taking care of the bees nest in the garden. D. Hiltz commented about life in general at Bent Park. R. Soule reported on the previous meeting with B. Boggia to discuss some tenant issues.

Minutes

S. Weinstein moved to approve the minutes of 6/19/14, M. Antes seconded and the motion passed unanimously. (2014.44)

Bill Warrant

The Board reviewed the Bill Warrant. The Board would like clearer descriptions of maintenance items purchased. S. Weinstein moved to approve the Bill Warrant of 6/19/14 in the amount of \$74,029.13, R. Ashton seconded, and the motion passed unanimously. (2014.45)

Executive Director's Report

The Board discussed the re-sales and affordability of Chapter 40B units at Trout Brook Road, the Covered Bridge affordable housing proposal, storm drainage from Bradford Street affecting the CVA. B. Boggia reported the HUD funding had been finalized for FY 2014 and that the WHA can begin issuing Section 8 Vouchers. J. Ducharme will draft a letter to the Planning Board announcing that she is the WHA liaison to the Planning Board.

CVA Fire Sprinklers

B. Boggia reported that he had drafted a RFQ for designer services for the CVA fire suppression system. The Town's Facility Director will work on the scope of services and Capital Appropriation Request that is due to be submitted to the Finance Committee by September 17.

Utility Allowance Schedule

The Board reviewed the 2014 utility allowance schedule survey. B. Boggia noted that the survey indicated that the current WHA utility schedule is meeting or exceeding tenant costs for utilities and recommended that the Board adopt the same 2013 rates for 2014. S. Weinstein moved to accept the 2014 utility allowance schedule, K. Goodwin seconded, and the motion passed unanimously. (2014.46)

Performance Management Process

The Board reviewed the 2014 PMP for B. Boggia. Some edits were made. The document will be reviewed every three months.

Employee Guide

J. Ducharme moved to table the Workplace Safety section, S. Weinstein seconded, and the motion passed unanimously. (2014.48)

M. Antes reported on a recent Finance Committee wanted to put together a list of capital work items. Affordable and public housing is not on the list in the memo. She will invite the Wayland Housing Partnership for a joint meeting to discuss the Finance Committee list of capital fund items and submitted Covered Bridge affordable housing proposal.

Next Meeting

The next meeting is scheduled for 7:00p.m. on August 21, 2014 at Town Building.

Adjourn

S. Weinstein moved to adjourn meeting, R. Ashton seconded, and the motion was approved unanimously. (2014.49)

K. Goodwin adjourned the meeting at 8:45 p.m.

Attested: _____
Brian Boggia, Executive Director