

WAYLAND HOUSING AUTHORITY
Board of Commissioners Meeting
October 23, 2014
Bent Park, 12 Bent Avenue, Wayland, MA

Regular Meeting Minutes

Commissioners Present: Mary Antes, Jackie Ducharme, Kevin Goodwin
Absent: Russell Ashton, Susan Weinstein
WHA Staff Present: Brian Boggia and Lynn Poisson
WHA Consultant Angelo Kyriakides

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

Public Comment

There was no public comment.

Tenant Comment

There was no tenant comment.

Minutes

M. Antes moved to approve the minutes of 9/18/14 as amended, J. Ducharme seconded, and the motion passed unanimously. (2014.63)

Bill Warrant

M. Antes moved to approve the Bill Warrant of September 2014 in the amount of \$50,449.52, J. Ducharme seconded, and the motion passed unanimously. (2014.64)

Executive Director's Report

The Board reviewed the Executive Director's report including concentration accounts for security deposits, the HUD Public Housing Assessment score, Family-Self Sufficiency Grant, issuance of Section 8 Vouchers, and the Meet the Director Meeting notes.

Tenant Account Receivables

M. Antes moved to approve writing-off tenant account receivables in the amount of \$2,002.14 for vacated tenants as recommended by the WHA Bookkeeper, J. Ducharme seconded, and the motion passed unanimously. (2014.65)

CVA Fire Suppression System

WHA Technical Assistant Angelo Kyriakides discussed proceeding with procuring designer selection services for an engineer and the process forward including the relocation of tenants. M. Antes moved to task Angelo Kyriakides with putting together a Request for Proposals for engineering services and developing a process for moving forward with the fire suppression system for the Cochrane Village Apartments, J. Ducharme seconded and the motion was passed unanimously. (2014.66)

PHA Plan

The Board reviewed the draft PHA Plan. M. Antes moved to approve the PHA Plan for 2015-2019 as amended, J. Ducharme seconded, and the motion passed unanimously. (2014.67)

Operating Budget

M. Antes moved to approve the budget questionnaire for FY 2015 for submission to the WHA Fee Accountant, J. Ducharme seconded, and the motion passed unanimously. (2014.68)

Performance Management Plan

The Board reviewed the Performance Management Plan (PMP) for B. Boggia.

Chapter 40B Developments

The Board discussed the unsold affordable housing unit at Post Road Village, Covered Bridge, and the market rentals by owners of affordable housing on Willowbrook, and Craftsmans Village.

Other Business

M. Antes updated the Board on the progress of the Habitat/Stonebridge affordable housing.

Next Meetings

The next meeting is scheduled for 7:00 a.m. on November 13, 2014 at Wayland Town Building and December 18 at the Cochituate Village Apartments. .

Adjourn

J. Ducharme moved to adjourn meeting, M. Antes seconded, and the motion was approved unanimously. (2014.69)

K. Goodwin adjourned the meeting at 9:41 p.m.

Attested: _____
Brian Boggia, Executive Director