

**WAYLAND HOUSING AUTHORITY**  
**Board of Commissioners Meeting**  
**November 19, 2015**  
**Cochituate Village Apartments, 106 Main Street, Wayland, MA**

Regular Meeting Minutes

Commissioners Present: Mary Antes, Jackie Ducharme, Kevin Goodwin, Susan Weinstein

Absent: Russell Ashton

WHA Staff Present: Brian Boggia, Lynn Poisson

Others Present: CVA Residents: Dorothy Akrivellis, Pauline Anderson, Miriam Andrews, Deborah Connor, Mary Jane Doherty, John Pires, Clayton Rix, Nancy Small, Nancy Teti,

Others Present: Joseph McGrail Grant-CVA Abutter, Tenant Parent-Eva Marsonis, REAC Committee Colleen Sheehan

Vice Chair S. Weinstein convened the Regular Meeting at 7:05 PM.

Public Comment

There was no public comment.

Tenant Comment

Two CVA tenants voiced harassment complaints about each other. The WHA advised both of them that they can file a grievance if they feel the WHA is not sufficiently managing the problem. N. Small stated that the Main Street steps are dark at night. C. Rix stated that the walkways are generally dark.

Minutes

M. Antes moved to accept the regular meeting minutes of 9/17/15 as amended, S. Weinstein seconded, and the motion passed unanimously. (2015.53)

Joseph McGrail

CVA abutter J. McGrail stated that cigarette smoke emanating from the CVA patio was wafting onto his property. He asked the WHA to move the smokers to the other side of the building. The WHA will investigate this. B. Boggia asked Mr. McGrail to remove the orange fence and signs on his property abutting the Shawmut Avenue entrance. Mr. McGrail declined.

Bill Warrant

S. Weinstein moved to accept the Bill Warrant for September 1, 2015 through September 30, 2015 in the amount of \$48,576.04, J. Ducharme seconded, and the motion passed unanimously. (2015.54)

S. Weinstein moved to accept the Bill Warrant for October 1, 2015 through October 31, 2015 in the amount of \$34,381.45, J. Ducharme seconded, and the motion passed unanimously. (2015.55)

Wayland Real Estate Assessment Committee (WRAP)

C. Sheehan discussed the goals of the WRAP committee. The WRAP committee is working on a process to develop a comprehensive long-range facilities plan, siting and capital funding plan to assist the town regarding major capital projects. The WHA will follow-up with an its long-term request and assessment of the number of affordable housing units needed in the town.

Executive Director's Report

The Board reviewed September's operation budget reports, smoking policy compliance, Meet the Director notes, HUD Public Housing Assessment System score, court actions, and water bills.

HUD Capital Fund Program Budget Revisions.

B. Boggia described changes in the budget line items to reflect actual spending for the fire alarm systems.

S. Weinstein moved to approve HUD Capital Fund Program 2013 budget revision #1, J. Ducharme Seconded, and the motion passed unanimously. (2015.56)

S. Weinstein moved to approve HUD Capital Fund Program 2014 budget revision #1, J. Ducharme Seconded, and the motion passed unanimously. (2015.57)

#### WHA Operating Budget Planning

M. Antes moved to increase the FY 2016 hourly pay for the FSS Coordinator by 7.25% and the WHA Program Administrator and Program Administrator as a one-time pay equalization measure with the rest of the staff receiving an increase of 4%, S. Weinstein seconded and the motion passed unanimously. (2015.58) The WHA Fee Accountant will present a budget at the next meeting.

#### Fire Suppression Systems

B. Boggia updated the Board on the fire alarm upgrades at Bent Park and the CVA. Both installations are complete. The Board reviewed the time-line for the CVA fire suppression system. Bids for the Phase I are due on 12/10/15.

#### Chapter 40B Affordable Housing Update

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

#### Conflict of Interest Training

The Board was given a copy of the summary of the conflict of interest law prepared by the Ethics Commission. Members will complete on-line training and certification on their own.

#### Chapter 40B Affordable Housing Update

The Board discussed the River's Edge affordable housing RFP, Covered Bridge and Habitat Stonebridge affordable housing projects. Brian and Katherine Provost completed MHP Chapter 40B training and certification.

#### Other Business

There was no other business.

#### Next Meetings

The next regular Board of Commissioners meeting was scheduled for 7:00 p.m. December 17 at Bent Park.

#### Adjourn

J. Ducharme moved to adjourn the meeting, M. Antes seconded, and the motion was approved unanimously. (2015.59)

S. Weinstein adjourned the meeting at 9:55 p.m.

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