

WAYLAND HOUSING AUTHORITY
Board of Commissioners Meeting
February 18, 2016
Cochituate Village Apartments, 106 Main Street, Wayland, MA

Regular Meeting Minutes

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

Chair Kevin Goodwin called the meeting to order at 7:02 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 12/17/15 as amended, R. Ashton seconded, and the motion passed unanimously. (2016.08)

M. Antes moved to approve the minutes of 1/21/16 as amended, R. Ashton seconded, and the motion passed unanimously. (2016.09)

Bill Warrant

S. Weinstein moved to approve the Bill Warrant of January 2016 in the amount of \$89,624.57, R. Ashton seconded, and the motion passed unanimously. (2016.10)

Executive Director's Report

The Board reviewed the Executive Director's report including the Section 8 Voucher utilization rate and funding, public housing unit turnover, evictions, FY 2015 final operating budget reports and cost comparatives, ESL translators, the HUD Capital Improvement Program grant award, aging tenant account receivables, HUD Public Information Center (PIC) reporting rates, the status of installing a smoking shed at the CVA Main Street entrance, and the Habitat Stonebridge project.

CVA Fire Sprinkler Installation

B. Boggia updated the Board on the progress of the Phase I CVA fire sprinkler contract. The Board also discussed the FinCom capital expenditure request and planning for a presentation at the spring town meeting.

Executive Director Performance Management Process

S. Weinstein presented the Executive Director Performance Management review. Responses were incorporated into a final document. S. Weinstein noted that overall the review was excellent.

PHA Plan

B. Boggia stated that the WHA, as a HUD designated high performing housing authority, is still required to submit a Civil Rights certification on an annual basis. S. Weinstein moved to submit form HUD-50077 Civil Rights Certification, J. Ducharme seconded, and the motion was approved unanimously. (2016.11)

HUD Capital Improvement Program

The Board reviewed the FY 2016 HUD Capital Improvement Program grant award. B. Boggia submitted a draft budget with a list of capital improvements and cost estimates. S. Weinstein moved to approve the HUD Capital Improvement Fund grant Annual Contributions Amendment and program budget in the amount of \$158,601, J. Ducharme seconded, and the motion was approved unanimously. (2016.12)

Section Eight Management Assistance Program

B. Boggia asked to table the Section Eight Management Assistance Program because it is not due this year. R. Ashton moved to table the Section Eight Management Assessment Program, S. Weinstein seconded, and the motion was approved unanimously. (2016.13)

Over Income Families Policy

B. Boggia presented HUD new rule on over income families. He indicated that this was not a problem at the WHA because the WHA was achieving attrition of over income families through the normal program requirements. He recommended that the WHA not adopt a policy at this time.

Chapter 40b

M. Antes reported that the first families will be moving into Habitat Stonebridge on March 1. B. Boggia will talk to Devens Hamlen regarding a possible proposal for property management services at the affordable units Covered Bridge. The Board congratulated M. Antes on seeing this project though providing affordable housing to four families in Wayland.

Correspondence

The Board reviewed general correspondence. The Board acknowledge the letter of appreciation to L. Poisson from a tenant's son.

Other Business

There was no other business.

Next Meetings

The next regular Board of Commissioners meeting was scheduled for 7:00 p.m. on March 24, 2016 at Bent Park.

Adjourn

R. Ashton moved to adjourn, M. Antes seconded, and the motion was approved unanimously. (2016.14)

K. Goodwin adjourned the meeting at 9:15 p.m.

Attested: _____
Brian Boggia, Executive Director