

**WAYLAND HOUSING AUTHORITY**  
**Board of Commissioners Meeting**  
**June 16, 2016**  
**Cochituate Village Apartments, 41 Cochituate Road, Wayland, MA**

**Regular Meeting Minutes**

Commissioners Present: Russell Ashton, Mary Antes, Jackie Ducharme, Kevin Goodwin, Susan Weinstein  
Absent: None  
WHA Staff Present: Brian Boggia, Katherine Provost

Chair Goodwin called the meeting to order at 7:03 p.m.

**Public Comment**

There was no public comment.

**Tenant Comment**

There was no tenant comment.

**Minutes**

S. Weinstein moved to approve the minutes of 5/3/16 as amended, M. Antes seconded, and the motion passed unanimously. (2016.25)

S. Weinstein moved to approve the minutes of 5/19/16 as amended, J Ducharme seconded, and the motion passed with one abstention. (2016.26)

**Bill Warrant**

M. Antes moved to approve the Bill Warrant of May 2016 in the amount of \$56,536.66, J. Ducharme seconded, and the motion passed unanimously. (2016.27)

**Executive Director's Report**

The Board reviewed the Executive Director's report including Bent Park annual rent recertifications and lease renewals, Capital Fund Program work schedules, operating budget reports and cost comparatives, evictions, HUD PHAS High Performer designation, the new HUD PHA Overview report, the Custodian position, and Chapter 40B activity.

S. Weinstein moved to approve the position of Maintenance Custodian as per the WHA operating budget, M. Antes seconded, and the motion passed unanimously. (2016.28)

**CVA Fire Sprinkler Installation**

B. Boggia updated the Board on the progress of the Phase I CVA fire sprinkler installation. Phase I is almost complete with the installation of soffits on the first and third floor.

**CVA No Smoking Policy**

The Board discussed the upcoming ZBA hearing to locate the smoking shed in the front of the CVA building and smoking compliance. J. Ducharme moved to accept the draft letter with revisions to the ZBA that clarifies the WHA position regarding the siting of the smoking shed, S. Weinstein seconded, and the motion passed unanimously. (2016.29)

**CVA Property Line**

The Board will write a letter to the neighbor thank them for removing the orange fence.

**Chapter 40B**

The Board discussed the status of affordable housing developments at Covered Bridge and Commonwealth Residences.

Correspondence

The Board reviewed the general correspondence folder.

Other Business

There was no other business.

Next Meetings

The next regular Board of Commissioners meeting was scheduled for 7:00 p.m. on July 21, 2016 at Bent Park.

Adjourn

S. Weinstein moved to adjourn, R. Ashton seconded, and the motion was approved unanimously. (2016.30)

K. Goodwin adjourned the meeting at 8:35 p.m.

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