

WAYLAND HOUSING AUTHORITY
Board of Commissioners Meeting
September 15, 2016
Cochituate Village Apartments, 106 Main Street, Wayland, MA

Regular Meeting Minutes

Commissioners Present: Mary Antes, Russell Ashton, Jackie Ducharme, Kevin Goodwin
Absent: Susan Weinstein
WHA Staff Present: Brian Boggia, Lynn Poisson
WHA Tenant Present: Miriam Andrews

The Chair Goodwin called the meeting to order at 7:34 p.m.

Public Comment

There was no public comment.

Tenant Comment

CVA tenant Miriam Andrews spoke to her concerns about relocating the smoking shed to the front of the building and smoking on the premises in general.

Minutes

J. Ducharme moved to approve the minutes of 8/15/16 as amended, M. Antes seconded, and the motion passed unanimously. (2016.39)

Bill Warrant

R. Ashton moved to approve the Bill Warrant of August 2016 in the amount of \$56,855.02, M. Antes seconded, and the motion passed unanimously. (2016.40)

CVA Fire Sprinkler Installation

B. Boggia updated the Board on the construction progress of Phase I and the planning for Phase II of the CVA fire sprinkler installation. The Board instructed B. Boggia to contact the Town Administrator to work on more timely processing of payment to contractors by the Town.

Executive Director's Report

The Board reviewed the Executive Director's report including the tenant smoking policy compliance and smoking shed location. The Board Reviewed the HUD Capital Fund Program progress and operating budget reports and cost comparatives. The Board reviewed the vacancy ledger and unit turnaround time. FSS Funding, B. Boggia noted that the WHA will be able to reissue unused vouchers. The Board reviewed Section 8 Voucher utilization rates and the upcoming revision of the Section 8 Administrative Plan.

Annual Town Report

S. Weinstein will draft annual report from the WHA for the Town's Annual Report.

Chapter 40B

B. Boggia reviewed his memo on Chapter 40 monitoring in Wayland. The Board discussed the status of the WHA monitoring Chapter 40B units, annual self-certification, the resale of a unit at Trout Brook, and Covered Bridge and the proposed Brookside development. The Board instructed B. Boggia to make a proposal on behalf of the WHA to Devens Hamlen for property management services for Covered Bridge. M. Antes reported that a recent meeting between the Wayland Housing Partnership and Brookside developer Steven Zieff went very well.

Other Business

M. Antes reported that Marty Nichols had resigned as the WHA representative from the Wayland Housing Partnership Committee. The Board will recommend an appointment to the Board of Selectmen at the October meeting.

Next Meetings

The next regular Board of Commissioners meeting was scheduled for 7:30 p.m. on: October 20 at the Bent Park Community Room; 11/17/16 at Wayland Town Building; and 12/15/16 at the Cochituate Village Apartments.

Adjourn

J. Ducharme moved to adjourn, R. Ashton seconded, and the motion was approved unanimously. (2016.41)

K. Goodwin adjourned the meeting at 9:20 p.m.

Documents Reviewed at the Meeting

1. Meeting Packet
2. Minutes
3. Bill Warrant
4. Executive Director's Report
5. Correspondence
6. HUD Memos
7. Housing Newsletters

Attested: _____
Brian Boggia, Executive Director