

WAYLAND HOUSING AUTHORITY
Board of Commissioners Meeting
November 17, 2016
Wayland Town Building, 41 Cochituate Road, Wayland, MA

Regular Meeting Minutes

Commissioners Present: Mary Antes, Russell Ashton, Kevin Goodwin

Absent: Jackie Ducharme, Susan Weinstein

WHA Staff Present: Brian Boggia, Lynn Poisson

WHA Tenant Present: None

Others Present: None

The Chair Goodwin called the meeting to order at 7:45 p.m.

Public Comment

There was no public comment.

Tenant Comment

There was no Tenant Comment.

Minutes

M. Antes moved to accept the Minutes of 10/20/16 as amended, R. Ashton seconded, and the motion passed unanimously. (2016.50)

Bill Warrant

M. Antes moved to approve the WHA Bill Warrant for October 2016 in the amount of \$79,618.38, R. Ashton seconded and the motion passed unanimously. (2016.51)

Executive Director's Report

The Board reviewed the Executive Director's report including the Middlesex County Community Work Program, Annual Crime Summit with the Wayland Police Chief, DHCD reporting, the resale of a Trout Brook/Nike, Habitat Stonebridge open house, the NAHRO Fall Conference, the HUD environmental review, and the Wayland Eagle Scout building a raised garden bed at Bent Park.

Executive Director's Performance Review

The Board set up a schedule for the Executive Director's performance review. Board members will bring their individual reviews to a scheduled December 8 meeting where WHA staff salaries will be finalized. A Board member will be appointed at the December 8th meeting to consolidate the individual Commissioners' review, and that person will bring the combined review to the December 15th meeting where it will be discussed.

CVA Fire Sprinkler Installation

B. Boggia updated the Board on the progress of Phase II of the CVA fire sprinkler installation. K. Goodwin moved to award the CVA Fire Sprinkler Installation Phase II to Carlisle Engineering in the amount \$242,700 as recommended by Pristine Engineers, M. Antes seconded and the motion passed unanimously. (2016.53) M. Antes moved to appoint B. Boggia as the Contract Officer for this project, R. Ashton seconded, and the motion passed unanimously. (2016.52)

Chapter 40B Affordable Housing Update

B. Boggia reported on the recent resale of an affordable housing unit at Trout Brook/Nike Site. M. Antes reported that the Town Administrator is considering the next steps in response to the Affordable Housing Study. The town currently is conducting a financial analysis in evaluating the developer proposals to build affordable housing at River's Edge.

Correspondence

The Board reviewed the general correspondence folder including additional HUD Section 8 housing assistance funding, and DHCD reporting,

Other Business

R. Ashton indicated that he would like to attend the December 16 CHAPA federal housing update. L. Poisson reported on a recent Section 8 Administrators conference concerning restrictions on assistance to non-citizens.

Next Meetings

The next regular Board of Commissioners meeting are scheduled for 7:30 p.m. on 12/8/16 at the Cochituate Village Apartments and 12/15/16 at Bent Park.

Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, if any.

B. Boggia reported back from the Zoning Board of Appeals (ZBA) hearing that was in process at Town Building at the time of this Board meeting. He recommended that the Board withdraw its application. The ZBA wants a response tonight. M. Antes moved to withdraw the WHA application for a site plan revision to relocate the CVA smoking shed, R. Ashton seconded, and the motion passed unanimously. (2016.53)

The Board reviewed the Open Meeting Law Complaint filed by George Harris. The Board acknowledged the complaint, made edits to the September and October minutes, and discussed future compliance. M. Antes will draft a letter in response to Mr. Harris and the Attorney General. The Board made changes to the September 15 minutes as part of the discussion about the OML violation. M. Antes moved to approve the minutes of September 15, 2016 as amended, R. Ashton seconded, and the motion passed unanimously. (2016.54)

Adjourn

R. Ashton moved to adjourn, M. Antes seconded, and the motion was approved unanimously. (2016.56)

List of 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
8. Fire Sprinkler Installation Phase II, list of bids, Pristine Engineers recommendation, and Carlisle Engineering Contract
9. Open Meeting Law Complaint-George Harris

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

Attested: _____
Brian Boggia, Executive Director