

**WAYLAND HOUSING AUTHORITY**  
**Board of Commissioners Meeting**  
**March 23, 2017**  
**Bent Park, 12 Bent Avenue, Wayland, MA**

**Regular Meeting Minutes**

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

The Chair K. Goodwin called the meeting to order at 7:30 p.m.

**Public Comment**

There was no Public Comment.

**Tenant Comment**

There was no Tenant Comment

**Minutes**

S. Weinstein moved to accept the Minutes of 2/16/17 as amended, R. Ashton seconded, and the motion passed unanimously. (2017.14)

**Bill Warrant**

The Board reviewed the Bill Warrant for February 2017. S. Weinstein moved to approve the Bill Warrant for February 2017 in the amount of \$30,915.18, M. Antes seconded, and the motion passed unanimously. (2017.15)

**Executive Director's Report**

The Board reviewed the Executive Director's Report and discussed projected budget cuts, Section 8 funding, fire incident at CVA, hoarding training for staff, PIC Reporting, CVA fire sprinkler installation, and monthly budget comparatives.

**CVA Fire Suppression**

B. Boggia reported that the installation of Phase II fire sprinklers was substantially complete. Soffiting is scheduled to be completely installed by mid-April.

**Capital Improvements**

The Board reviewed the upcoming capital improvements for Bent Park stair halls and walkways. Bids are due 3/29/17. The Board reviewed the Capital Fund Five-year plan. M. Antes moved to amend the Capital fund five-year plan to include stove replacement at the CVA in the 2016 Capital Fund grant, S. Weinstein seconded and the motion passed unanimously. (2017.16)

**Credit Card Policy**

M. Antes moved to table consideration of the Credit Card Policy, R. Ashton seconded, and the motion passed unanimously. (2017.17)

**Violence Against Women Policy**

M. Antes move to accept the updated revision to the WHA Violence Against Women Policy as prepared by consultant Manette Donovan, S. Weinstein seconded, and the motion passed unanimously. (2017.18)

**Reasonable Accommodation Policy**

S. Weinstein moved to accept the updated revision to the WHA Reasonable Accommodation Policy as prepared by

Consultant Manette Donovan, R. Ashton seconded and the motion passed unanimously. (2017.19)

#### Common Areas and Grounds Policy

M. Antes moved to adopt the Common Areas and Grounds Policy, S. Weinstein seconded, and the motion passed unanimously. (2017.20)

#### DHCD Board Member Training

The Board reviewed Public Housing Notice 2017.05 and noted that the mandatory training applied only to state-aided Local Housing Authorities and not the WHA.

#### Housing Proposal for WHA Scattered Sites

B. Boggia updated the Board on the proposal to add affordable housing units to existing WHA public housing sites. The WHA will first need approval from HUD before going forward.

#### Affordable Housing Update

The Board discussed MassHousing letter confirming the WHA to perform affordability monitoring services, Windsor Place affordable housing proposal, the Municipal Affordable Housing trust flyer, and related town meeting articles.

#### Other Business

There was no other business.

Topics Not Reasonably Anticipated by the Chair 48 Hours in advance of the meeting, if any.

None.

#### General Correspondence

The Board reviewed the general correspondence folder.

#### Next Meetings

The next regular Board of Commissioners meeting was scheduled for 7:30 p.m. on April 20, 2017 at Wayland Town Building.

#### Adjourn

S. Weinstein moved to adjourn, R. Ashton seconded, and the motion was approved unanimously. (2017.21)

K. Goodwin adjourned the meeting at 8:55 p.m.

#### List of Documents Reviewed at the Meeting:

- Meeting Agenda Packet
- Draft Minutes
- Bill Warrant
- Draft revised VAWA Policy
- Draft revised Reasonable Accommodation Policy
- Windsor Place Correspondence
- PHA Bill of Rights (PHADA)

Attested: \_\_\_\_\_

Brian Boggia, Executive Director