

WAYLAND HOUSING AUTHORITY
Board of Commissioners Meeting
May 25, 2017
Cochituate Village Apartments, 106 Main Street, Wayland, MA

Regular Meeting Minutes

Commissioners Present: Mary Antes, Kevin Goodwin, Susan Weinstein

Absent: Russell Ashton,

WHA Staff Present: Brian Boggia, Lynn Poisson, Katherine Provost

Tenants Present: Pauline Anderson, Miriam Andrews, Kitty Clark, Debbie Connor, Mary Jane Doherty, Elaine Ferrick, Bonnie MacGillivray, Pat Nelson, Louise Perkins, John Pires, Nancy Small, Domenico Vitello

Others Present: None

The Chair S. Weinstein called the regular meeting to order at 7:33 P.M. and reviewed the agenda for the public.

Public Comment

There was no Public Comment.

Tenant Comment

John Pires stated that cigarette smoke was wafting through his apartment window from the patio and requested that the smoking area be moved at least 25 feet from the building. Mary Jane Doherty stated that there is a place by the shed that smokers use. Bonnie MacGillivray asked if a welcoming committee could be formed to welcome new residents—especially those that do not speak English. Pauline Anderson questioned why we must keep moving the designated smoking area. Debbie Connor noted that she can smell smoke coming into her apartment from her neighbor but has not complained. Nancy Small requested more lighting around the grounds for the safety of senior residents. S. Weinstein stated that the WHA will look into these issues and take appropriate action if necessary and thanked the residents for coming to the meeting.

Minutes

M. Antes moved to table the minutes of 4/5/17 and 4/20/2017, K. Goodwin seconded, and the motion passed unanimously. (2017.38)

Bill Warrant

M. Antes moved to approve the Bill Warrant for April 2017 in the amount of \$72,914.09, K. Goodwin seconded, and the motion passed unanimously. (2017.39)

Credit Card Warrant

M. Antes moved to approve the Credit Card Warrant for April 2017 in the amount of \$26.70, K. Goodwin seconded, and the motion passed unanimously. (2017.40)

Executive Director's Report.

The Board reviewed the Executive Director's Report including budget comparatives, Management's Discussion and Analysis Report, work orders, the HUD and Section Eight Management Assessment Program (SEMAP) score report, Bent Park renovations, and Section 8 Voucher program funding. B. Boggia noted that the FY 2016 audit was recently completed with not findings. B. Boggia distributed NAHRO Washington Update on the FY 2018 President's Budget Request and how this could potentially impact WHA housing programs.

CVA Fire Sprinklers

B. Boggia reported that he is working on closing out the project and is processing two outstanding change orders.

Capital Improvements

The Bent Park hallway and walkway renovations are expected to begin in early June. The WHA is in the process of selecting stoves for the Cochituate Village Apartments.

Credit Card Policy

M. Antes moved to table the Credit Card Policy as edited by S. Weinstein, K. Goodwin seconded, and the motion passed unanimously. (2017.41)

Board Vacancies and Committee Appointments

Miriam Andrews expressed interest in serving on the WHA Board. The WHA needs to find a representative to serve on the Housing Partnership Committee.

HUD Income Limits

M. Antes moved to approve the 2017 HUD income limits, K. Goodwin seconded, and the motion passed unanimously. (2017.42)

Affordable Housing Update

The Board reviewed the Wayland Chapter 40 B Comprehensive Permit process and made some edits. B. Boggia and K. Provost reported on recent resales at Trout Brook and vacancies at the Residences at Wayland Center. The Board reviewed K. Provost's memo on the scope of services for monitoring services. The Board reviewed Nan Balmer's email on housing consultant services. The Board decided that the Scope of Services being considered is too expansive for WHA's capacity at this time. The WHA would consider offering monitoring services as it had in the past for a fee.

Correspondence

The Board reviewed the General Correspondence folder.

Other Business

There was no other Business

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

Boggia distributed the Attorney General's Open Meeting Law Presentation Handout by the Town.

Next Meeting

The next regular Board of Commissioners meeting is scheduled for 7:30 p.m. on June 15 at the Bent Park.

Adjourn

K. Goodwin moved to adjourn, M. Antes seconded, and the motion was approved unanimously. (2017.43)

S. Weinstein adjourned the meeting at 9:03 P.M.

List of Documents Reviewed at the Meeting:

- Meeting Packet
- VAWA Emergency Transfer Plan
- HUD PHAS Report
- WHP memo on Windsor Place
- NAHRO Washington Update on the FY 2018 President's Budget Request
- Attorney General's Open Meeting Law Presentation Handout
- Draft Wayland Chapter 40 B Comprehensive Permit Process

Attested: _____

Brian Boggia, Executive Director