

WAYLAND HOUSING AUTHORITY
Board of Commissioners Meeting
December 14, 2017
Bent Park, 12 Bent Avenue, Wayland, MA

Regular Meeting Minutes

Commissioners Present: Miriam Andrews, Mary Antes, Russell Ashton, Kevin Goodwin, Susan Weinstein

Absent: None

WHA Staff Present: Brian Boggia, Lynn Poisson

Others Present: None

- 1 Call to order Regular Meeting by Chair
The Chair S. Weinstein called the regular meeting to order at 7:35 P.M. The agenda was reviewed.
- 2 Public Comment
There was no Public Comment.
- 3 Tenant Comment
There was no Tenant Comment.
- 4 Minutes
K. Goodwin moved to approve the minutes of 11/16/17 as amended, M. Antes seconded, and the motion passed unanimously. (2017.89)
- 5 Bill Warrant
K. Goodwin moved to approve the Bill Warrant for November 2017 in the amount of \$73,859.63, M. Antes seconded, and the motion passed unanimously. (2017.90)
- 6 Debit/Credit Card Warrant
K. Goodwin moved to approve the Credit Card Warrant for November 2017 in the amount of \$930.78, R. Ashton seconded, and the motion passed unanimously. (2017.91)
- 7 Executive Director's Report
B. Boggia reviewed the Executive Director's report. The Board reviewed the budget comparatives, tenant account receivables, maintenance work orders, vacancy ledger, evictions and terminations, Section 8 utilization and shortfall funding.
- 8 Executive Director Evaluation
Individual Board members will submit their executive Director Performance Evaluation to S. Weinstein by 1/12/18 who will compile the results for presentation at the 1/18/18 WHA Board Meeting.
- 9 Management Plan
The Board reviewed the list of WHA policies. The Board set a goal of reviewing policies every five years.
- 10 Capital Fund Program Improvements
B. Boggia reviewed the status of Capital Improvement projects at the WHA.
- 11 Utility Allowance Schedule
M. Antes moved to table the draft 2017 utility allowance schedule while B. Boggia further researches other utility studies, R. Ashton seconded, and the motion passed unanimously. (2017.92)
- 12 Emergency Evacuation Guide-Cochituate Village Apartments
M. Antes moved to table the draft 2017 Emergency Evacuation Guide pending further clarification by the Wayland Fire Chief, R. Ashton seconded, and the motion passed unanimously. (2017.93)
- 13 Chapter 40B Affordable Housing Update

B. Boggia updated the Board on the Chapter 40B Monitoring Services Proposal for the Town and recent affordable resales at Trout Brook. M. Antes updated the Board on the Municipal Affordable Housing Trust Housing Proposal for 11 Hammond Road.

14 General Correspondence

The Board reviewed the tenant board member options as prepared by MassNAHRO. The Board consensus is: The Board does not favor an expanded Board. It is hard enough to find 5 members to serve; there should consideration of different standards for large and small housing authorities. DHCD should refer to the law which states that the requirement has been met if there are already tenant Commissioners elected to the Board through the Town general election.

15 Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any
None

16 Next Meeting

The next meeting is scheduled for 7:30 PM on January 18, 2018 at Wayland Town Building.

17 Adjourn

K. Goodwin moved to adjourn, R. Ashton seconded, and the motion passed unanimously. (2017.94)
S. Weinstein adjourned the meeting at 8:35 PM.

List of Documents Reviewed at the Meeting:

- Board Meeting Packet

Attested: _____
Brian Boggia, Executive Director