

WAYLAND HOUSING AUTHORITY
Board of Commissioners Meeting
August 3, 2017
Wayland Town Building, 41 Cochituate Road, Wayland, MA

Regular Meeting Minutes

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

The Chair S. Weinstein called the regular meeting to order at 7:37 P.M. Seeing no public present, the Chair decided to pass over the review of the agenda for the public.

Public Comment

There was no Public Comment.

Tenant Comment

There was no Tenant Comment

Minutes

M. Antes moved to table the minutes of 6/15/17, K. Goodwin seconded, and the motion passed unanimously. (2017.54)

M. Antes moved to table the minutes of and 7/24/17, K. Goodwin seconded, and the motion passed unanimously. (2017.55)

Bill Warrant

The Board reviewed the Bill Warrant. K. Goodwin moved to approve the Bill Warrant for June 2017 in the amount of \$74,187.99, M. Antes seconded, and the motion passed unanimously. (2017.56)

Credit Card Warrant

M. Antes moved to approve the Credit Card Warrant for June 2017 in the amount of \$296.88, K. Goodwin seconded, and the motion passed unanimously. (2017.57)

Executive Director's Report

The Board welcomed Miriam Andrews, new appointee to the WHA Board of Commissioners. The Board reviewed the Executive Director's Report including budget comparatives, vacancy ledger, evictions and terminations, work orders, tenant account receivables, HUD 2017 Capital Fund Grant, Bent Park renovations, the resale of 2 Oxbow Meadows units, Chapter 40B monitoring, and Section 8 Voucher program funding and shortfall prevention. S. Weinstein will research the status of funds in the inactive Wayland Housing Associates, Inc. program. B. Boggia noted that the upcoming utility allowance schedule will impact rent revenue at the Cochituate Village Apartments.

Capital Improvements

B. Boggia reported on the status of the CVA fire sprinkler installation contract close-out. M. Antes moved to approve Carlisle Engineering Change Order #101 in the amount of \$2,121.82 to move the floor control valve assembly in stair hall #1 as recommended by Pristine Engineers, M. Andrews seconded, and the motion passed unanimously. (2017.56) Change order 102 is still under review by the Pristine Engineers. B. Boggia reported that there were some problems with the Bent Park walkway installation. Some of the poured walkways are faulty and will be removed. Stair Tread replacement work will resume in September. Bent Park stair hall treads and floor renovations will begin August 7. The 2017 Capital Fund Program contract and associated forms has been sent to HUD for processing. Work items included in the work statements have been taken from the WHA Five-Year Plan. The work items can be amended.

Annual Report to the Town

The Board discussed items to be included in the WHA's annual report to the town. S. Weinstein will work with B. Boggia on a draft.

Affordable Housing Update

B. Boggia noted that the WHA had received applications for the resale of two affordable units at Oxbow Meadows. The Board reviewed the WHA draft proposal for monitoring services to the Town of Wayland.

Correspondence

The Board reviewed General Correspondence.

Other Business

There was no other business

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

None

Next Meetings

The next regular Board of Commissioners meetings were scheduled for 7:30 p.m. on:

September 7, 2017

October 19, 2017

November 16, 2017

December 14, 2017

Adjourn

K Goodwin moved to adjourn, M. Andrews seconded, and the motion was approved unanimously. (2017.58)

S. Weinstein adjourned the meeting at 8:50 P.M.

List of Documents Reviewed at the Meeting:

- Meeting Packet
- Bent Park Walkways Change Order
- WRAP Report

Attested: _____
Brian Boggia, Executive Director