

**Wayland Housing Authority
Board of Commissioners Meeting
August 24, 2023
6:30 PM
In Person Meeting**

Commissioners Present: Mary Antes; Kevin Goodwin; John Thomas; Susan Weinstein

Absent: Russell Ashton

WHA Staff Present: Brian Boggia

Others: Marie Isenburg, Bent Park Resident

Regular Meeting Minutes

- 1 S. Weinstein called the Regular Meeting to order at 6:52 PM and reviewed the agenda.
- 2 Public Comment
There was no public comment.
- 3 Tenant Comment
There was no tenant comment.
- 4 Minutes
M. Antes moved to approve the minutes of 7/25/23 as amended, K. Goodwin seconded, and the motion passed unanimously. (2023.39)
- 5 Bill Warrant
K. Goodwin moved to approve the Bill Warrant for July 2023 in the amount of \$35,953.70, M. Antes seconded and the motion passed unanimously. (2023.40)
- 6 Debit Card Warrant
J. Thomas moved to approve the Debit Card Warrant for July 2023 in the amount of \$702.42, M. Antes seconded and the motion passed unanimously. (2023.41)
- 7 Executive Directors Report
B. Boggia reported on various aspects of WHA operations. The Board reviewed operating financial statements, vacancy ledger, tenant accounts receivable, the disbanding of the Bent Park Resident Council, Bradford Street stormwater problem, Charles Raskin donation, HUD Fair Housing, the utilization of the Section 8 Housing Choice Voucher Program and shortfall funding.
- 8 Maintenance and Capital Improvements
B. Boggia reported on the Bradford Street stormwater runoff impact the Cochituate Village Apartments and confirmed that Bradford Street drainage improvements are on the Town's capital plan. B. Boggia recommended that the WHA contract with U.S. Inspection Group to inspect all WHA units to complete public housing annual inspections and to train of Maintenance Staff in the new HUD inspection standards.
- 9 Financial Audit
The Board reviewed the 8/8/23 Marcum Accounts communication letter to the Board regarding the FY 2022 Financial Audit. Hard copies of the audit will be distributed in the coming weeks.
- 10 Annual Report to the Town
S. Weinstein distributed a draft of the WHA Annual Report to the Town. K. Goodwin moved to approve the WHA Annual Report to the Town, M. Antes seconded, and the motion passed unanimously. (2023.42)

- 11 Affordable Housing
B. Boggia reported on the status of the resale of an affordable housing unit at Trout Brook, the Wayland Bi-Monthly affordable housing meetings scheduled by the Town Planner, rent increase issues at Alta Oxbow, and progress on supportive housing. The Board reviewed the financial ledgers for 11 Hammond Road and the WHA lease payment to the Wayland Municipal Affordable Housing Trust Fund.
- 14 Correspondence
The Board reviewed the Correspondence folder.
- 15 Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any
No further topics were discussed.
- 16 Next Meeting
The next meeting was scheduled for 6:30 pm on September 28, 2023 to be held in person at the Wayland Town Building.
- 17 Adjourn
K. Goodwin moved to adjourn, M. Antes seconded, and the motion passed unanimously. (2023.43)

S. Weinstein adjourned the meeting at 8:10 PM.

Documents Reviewed at the Meeting

- Meeting Packet
- Executive Directors Reports
- Bill Warrants
- Marcum Accountants Communication Letter
- Correspondence

Attested: _____
Brian Boggia, Executive Director