

WAYLAND HOUSING AUTHORITY
Board of Commissioners Meeting
April 19, 2018
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, Lynn Poisson

- 1 Call to order Regular Meeting by Chair
The Chair S. Weinstein called the regular meeting to order at 7:39 P.M and seeing no public present passed on the review the agenda.
- 2 Public Comment
There was no Public Comment
- 3 Tenant Comment
M. Andrews asked if the WHA could check on providing free wireless internet for residents in the CVA community room and help with snow removal from tenant vehicles.
- 4 Minutes
M. Antes moved to approve the minutes of 3/22/18 as amended, M. Andrews seconded, and the motion passed unanimously. (2018.30)
- 5 Bill Warrant
M. Antes moved to approve the Bill Warrant for March 2018 in the amount of \$11,824.24, K Goodwin seconded, and the motion passed unanimously. (2018.31)
- 6 Debit/Credit Card Warrant
M. Antes moved to approve the Credit Card Warrant for March 2018 in the amount of \$241.38, M. Andrews seconded, and the motion passed unanimously. (2018.32)
- 7 Executive Director's Report
B. Boggia gave an overview of 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 set-aside funds. In discussing the upcoming NAHRO Legislative Luncheon, the Board would like B. Boggia to inquire about exemption to Mass. prevailing wages for Affordable Housing Trust projects and eligibility for funding without multi housing zoning.
- 8 HUD Income Limits
M. Antes moved to approve the 2018 HUD Income Limits, M. Andrews seconded, and the motion passed unanimously. (2018.33)
- 9 Management Plan
S. Weinstein moved to table the review of WHA Policies included in the WHA Management Plan, M. Andrews seconded, and the motion passed unanimously. (2018.34)
- 10 Capital Fund Improvements
B. Boggia updated the Board on the progress of the bid for Bent Park common hallway painting and CVA common hallway carpeting.
- 11 National Grid Gas Bill
The Board reviewed correspondence with National Grid attempting to collect \$8,114.52 from the WHA for an alleged scattered site tenant's gas bill dating back to 2013. The consensus was for the WHA to consider payment if National Grid can present satisfactory documentation of their outstanding charges.

- 12 Chapter 40B Affordable Housing Update
The Board reviewed B. Boggia's affordable housing update memo. B. Boggia will contact Commonwealth Residences to see they would consider lowering the rent of market units for the potential leasing to WHA Section 8 Voucher holders.
- 13 General Correspondence
The Board reviewed general correspondence. The Board reviewed the CVA Fire Evacuation Guide and determined that edits are necessary in response to tenant comments.
- 14 Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, if any
There were no other topics discussed.
- 15 Next Meeting
The next meetings were scheduled for:
7:30 PM on May 17 at the Cochituate Village Apartments
- 16 Adjourn
K. Goodwin moved to adjourn the meeting, M. Andrews seconded, and the motion passed unanimously.
(2018.35) S. Weinstein adjourned the meeting at 8:26 PM.

List of documents reviewed at the meeting:

1. Minutes
2. Bill Warrant
3. Credit Card Warrant
4. Executive Director's Report
5. HUD Income Limits Notice
6. Capital Improvement Report
7. National Grid Correspondence
8. Affordable Housing Update Memo
9. General Correspondence

Attested: _____
Brian Boggia, Executive Director