

Wayland Housing Authority
Board of Commissioners Meeting
October 22, 2019
7:00 PM
Cochituate Village Apartments
106 Main Street, Wayland, MA
Regular Meeting Minutes

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

Absent: None

WHA Staff Present: Brian Boggia

WHA Tenants Present: None

1. Meeting Call to Order
Chair S. Weinstein called the meeting to order at 07:05 PM and reviewed the agenda for the public present.
2. Public Comment
There was no Public Comment.
3. Tenant Comment
There was no Tenant Comment
4. Minutes
M. Antes moved to approve the regular meeting minutes of 9/12/19 as amended, K. Goodwin seconded, and the motion passed unanimously. (2019-64)
5. Bill Warrant
M. Antes moved to approve the Bill Warrant for September 2019 in the amount of \$45,109.40, R. Ashton seconded, and the motion passed with one abstention. (2019-65)
6. Debit Card Warrant
R. Ashton moved to approve the September 2019 Debit Card Warrant in the amount of \$443.34, K. Goodwin seconded, and the motion passed unanimously. (2019-66)
7. Executive Director's Report
The Board reviewed reports including budget comparatives, tenant accounts receivable report, vacancy ledger, Section 8 Voucher Program funding and utilization, and the issuance of vouchers.
8. Maintenance and Capital Improvements
The Board discussed the progress of capital improvements and routine maintenance.
9. WHA Financial Audit
B. Boggia distributed the final FY 2018 Financial Audit report. There were no findings.
10. HUD Payment Standards
M. Antes moved to approve the HUD FY 20 HUD Payment Standards, M. Andrews seconded, and the motion passed unanimously. (2019-67)
11. Utility Allowance Survey
B. Boggia presented the results of his utility allowance survey. Debit Card Warrant
M. Antes moved to approve renew the 2018 utility allowance schedule for 2019, M. Andrews

seconded, and the motion passed unanimously. (2019-68)

12. Write-Off Tenant Account Receivables

B. Boggia presented the results of his utility allowance survey. Debit Card Warrant

M. Antes moved to write -off tenant account receivables in the amount \$8,179.00, R. Ashton seconded, and the motion passed unanimously. (2019-69)

13. Community Solar Opportunities

The Board expressed interest in participating in Sunwealth's Low-Income Community Solar Project. The project has the potential savings of electrical bills for WHA tenants who pay their own electric bills directly.

14. Affordable Housing

The Board reviewed RHSO's 10/8/19 presentation on monitoring services provided to the Town of Wayland. B. Boggia updated the Board on the progress of the Trout Brook Road resales and the recent leasing of 11 Hammond Road.

15. General Correspondence

The Board reviewed General Correspondence. The Board asked B. Boggia to look into the PowerOptions proposed rate increase.

Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, if any.

B. Boggia distribute the Executive Director performance review. Commissioners will submit their review to S. Weinstein.

Next Meeting

The next Board of Commissioners meeting were scheduled for 7:00 PM on November 21, 2019 at the Bent Park, November 21 and December 19.

Adjourn

M. Andrews moved to adjourn the meeting, M. Antes seconded, and the motion passed unanimously. (2019.70) S. Weinstein adjourned the meeting at 9:40 PM.

Documents Reviewed at the Meeting

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| • Meeting Packet | • 307 Trout Brook Resale |
| • Minutes | • 11 Hammond Rental |
| • Bill Warrant | |
| • Debit Card Warrant | • FY19 WHA Financial Audit |
| • Accounts Payable Warrant | • HUD Fair Market Rents/Payment Standards |
| • Executive Director's Report | • Utility Allowance Survey |
| • General Correspondence | • Vacated Tenant Accounts Receivables |
| • Affordable Housing Update Memo | • Community Solar Opportunities-Sunwealth Solar |
| • 614 Trout Brook Resale | • RHSO Consolidated Plan Agenda |

Attested: _____

Brian Boggia, Executive Director