

Wayland Housing Authority
Board of Commissioners Meeting
November 21, 2019
7:00 PM
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

WHA Tenants Present: None

1. Meeting Call to Order
Chair S. Weinstein called the meeting to order at 07:00 PM. Given that there was no public present, the agenda was not reviewed.
2. Public Comment
There was no Public Comment.
3. Tenant Comment
There was no Tenant Comment
4. Minutes
M. Antes moved to table the regular meeting minutes of 10/23/19, R. Ashton seconded, and the motion passed unanimously. (2019-71)
5. Bill Warrants
M. Antes moved to approve the Revolving Fund Bill Warrant for October 2019 in the amount of \$66,285.88, K. Goodwin seconded, and the motion passed unanimously. (2019-72)

M. Antes moved to approve the Hammond Road Affordable Housing Bill Warrant for October 2019 in the amount of \$1,613.90, K. Goodwin seconded, and the motion passed unanimously. (2019-73)
6. Debit Card Warrant
M. Antes moved to approve the October 2019 Debit Card Warrant in the amount of \$1,490.25, K. Goodwin seconded, and the motion passed unanimously. (2019-74)
7. Executive Director's Report
The Board reviewed reports including budget comparatives, tenant accounts receivable report, vacancy ledger, tenant account receivables, water bills, Section 8 Voucher Program funding and utilization, and the issuance of vouchers.
8. Maintenance and Capital Improvements
The Board discussed the progress of CVA window renovation and roof replacement capital improvements and routine maintenance reports.
9. FY 2010 Operating Budget
M. Andrews moved to approve the HUD FY 20 WHA budget questionnaire, K. Goodwin seconded, and the motion passed unanimously. (2019-75)
10. Executive Director Performance Review

S. Weinstein will collect individual review submittals from each Commissioner to be presented at the next WHA Board meeting.

11. Affordable Housing

M. Antes reported on two Community Preservation Committee (CPC) warrant articles related to housing to be presented at the next annual town meeting.

K. Goodwin moved to support to support the CPC article for the annual town meeting for an estimated \$25,000 to fund a community meeting/charrette, M. Antes seconded, and the motion passed unanimously. (2019.76)

The second CPC article would fund Chapter 40B monitoring, help with Rivers Edge, cost certifications, document review, respond to questions, and manage the HOME program. K. Goodwin moved to support the CPC article for the annual town meeting for an estimated \$20,000 to fund a housing support consultant, M Antes seconded, and the motion passed unanimously. (2019.77).

The Board reviewed and discussed Chapter 40B monitoring services in Town and the Home Tenant Based Rental Assistance program. B. Boggia updated the Board on the progress of the Trout Brook Road resales.

12. General Correspondence

The Board reviewed General Correspondence.

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

14. Next Meeting

The next Board of Commissioners meeting was scheduled for 7:00 PM on December 19, 2019 at the Wayland Town Building, The WHA Holiday Luncheon was scheduled for December 13.

15. Adjourn

R. Ashton moved to adjourn the meeting, M. Andrews seconded, and the motion passed unanimously. (2019.78) S. Weinstein adjourned the meeting at 8:10 PM.

Documents Reviewed at the Meeting

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| • Meeting Packet | • Maintenance Reports |
| • Minutes | • Capital Fund Projects and Budgets |
| • Bill Warrant | • Executive Director Performance Review |
| • Debit Card Warrant | • FY 2020 Operating Budget Questionnaire |
| • Accounts Payable Warrant | • General Correspondence |
| • Executive Director's Report | • Affordable Housing Update Memo |
| • Operating Budget Monthly Comparatives | • Affordable Housing Summit Minutes |
| • Tenant Account Receivables | • Oxbow Meadows Affordable Housing Resales |
| • Vacancy Ledger | • 11 Hammond Rental Financials |
| • Evictions and Terminations | • General Correspondence |
| • Family Self-Sufficiency | |

Attested: _____

Brian Boggia, Executive Director