

WAYLAND HOUSING AUTHORITY
Board of Commissioners Meeting
November 16, 2017
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, Lynn. Poisson
Others Present: Meg Lusardi, PowerOptions, and Richard Conlon, WHA Fee Accountant

1. Call to Order

The Chair S. Weinstein called the regular meeting to order at 7:31 P.M. Seeing no public present, the Chair passed over the review of the agenda for the public.

2. Public Comment

There was no Public Comment

3. Tenant Comment

There was no Tenant Comment

4. PowerOptions Energy Contract

Meg Lusardi, PowerOptions Executive Vice-President, reviewed the WHA energy supply contracts and services.

5. FY 2018 Operating Budgets

WHA Fee Accountant Richard Conlon presented the draft FY 2018 operating budgets. M. Antes moved to approve the FY 2018 Operating Budgets for AMPI with total operating expenditures in the amount of \$1,072,786, R. Ashton seconded, and the motion passed unanimously. (2017.76)

M. Antes moved to approve the FY 2018 Operating Budgets for the Section 8 Housing Choice Voucher program with total operating expenditures in the amount of \$73,748, R. Ashton seconded, and the motion passed unanimously. (2017.77)

R. Conlon reviewed the operating budget comparisons and financial status of the WHA.

6. Minutes

K. Goodwin moved to approve the minutes of 10/31/17 as amended, M. Antes seconded, and the motion passed unanimously. (2017.78)

7. Bill Warrant

M. Antes moved to approve the Bill Warrant for August 2017 in the amount of \$117,429.81, R. Ashton seconded, and the motion passed unanimously. (2017.79)

M. Antes moved to approve the Bill Warrant for September 2017 in the amount of \$37,583.65, R. Ashton seconded, and the motion passed unanimously. (2017.80)

M. Antes moved to approve the Bill Warrant for October 2017 in the amount of \$204,333.58, R. Ashton seconded, and the motion passed unanimously. (2017.81)

8. Credit Card Warrant

M. Antes moved to approve the Credit Card Warrant for August 2017 in the amount of \$371.25, R. Ashton seconded, and the motion passed unanimously. (2017.82)

M. Antes moved to approve the Credit Card Warrant for September 2017 in the amount of \$511.98, R. Ashton seconded, and the motion passed unanimously. (2017.83)

M. Antes moved to approve the Credit Card Warrant for October 2017 in the amount of \$179.07, R. Ashton seconded, and the motion passed unanimously. (2017.84)

9. B. Boggia reviewed the Executive Director's report. The Board reviewed the vacancy ledger, evictions and terminations, and Section 8 utilization and shortfall funding.

10. Capital Fund Program Improvements

B. Boggia updated the Board on Bent Park stairway and walkway capital improvements. The next scheduled improvement is the replacement of apartment stoves at the Cochituate Village Apartments.

11. Utility Allowance Schedule

R. Ashton moved to table the utility allowance schedule until the next meeting when the draft study can be verified, M. Andrews seconded, and the motion passed unanimously. (2017.85)

12. HUD Fair Market Rents and Section 8 Payment Standards

M. Antes moved to adopt the HUD Fair Market Rents (FMR) and set the Section 8 payment standards at 100% of the HUD FMRs, R. Ashton seconded, and the motion passed unanimously. (2017.86)

13. Limited English Proficiency and Language Assistance Plan

M. Antes moved to approve the Language Assistance Plan, M. Andrews seconded, and the motion passed unanimously. (2017.87)

14. Chapter 40B Affordable Housing Update

B. Boggia reported that the resale of two Oxbow (Nike) units will pass papers in the next few weeks. B. Boggia distributed an updated affordable housing inventory and monitoring list. B. Boggia has been in discussions with the Town Administrator and the Regional Housing Services to delineate Chapter 40B monitoring services to the town. M. Antes reported on the Municipal Affordable Housing Trust and the proposed lease with the WHA for 11 Hammond Road.

15. General Correspondence

The Board reviewed general correspondence.

16. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting

None

17. Next Meeting

The next meeting was scheduled for 7:30 PM on 12/14/17 at Bent Park.

18. Adjourn

K. Goodwin moved to adjourn, M. Antes seconded, and the motion passed unanimously. (2017.88)

S. Weinstein adjourned the meeting at 9:45 PM.

List of Documents Reviewed at the Meeting:

- Board Meeting Packet
- PowerOptions hand-outs
- FY 2018 Operating Budgets
- HUD Fair Market Rent Schedule
- 2017 Draft Utility Allowance Schedule
- Language Assistance Plan
- Chapter 40B Affordable Housing Inventory

Attested: _____

Brian Boggia, Executive Director

