

**Wayland Housing Authority
Board of Commissioners Meeting
December 17, 2021
10:00 AM
Teleconference**

Regular Meeting Minutes

In compliance with the revised Open Meeting Law requirements, this meeting was conducted remotely and streamed on WayCAM. Public Comment was available by phone for this meeting.

Commissioners Present: Mary Antes; Russell Ashton; Susan Weinstein; Marie Isenburg; Kevin Goodwin

Absent: None

WHA Staff Present: Brian Boggia; Lynn Poisson

Others: Richard Conlon CPA; Town Administrator's Office Representatives

- 1 S. Weinstein called the Regular Meeting to order at 10:05 AM and reviewed the agenda.
- 2 Public Comment
There was no public comment.
- 3 Tenant Comment
There was no Tenant comment.
- 4 Operating Budget
WHA Fee Accountant Richard Conlon presented a draft of the FY 2022 WHA Public Housing (MA101) Operating Budget. R. Ashton moved to approve the FY 2022 Public Housing operating budget, M. Antes seconded, and upon a roll call vote the motion passed unanimously. (2021.51)
Antes Aye
Ashton Aye
Isenburg Aye
Weinstein Aye
M. Antes moved to approve the FY 2022 WHA Section 8 operating budget, R. Ashton seconded, and upon a roll call vote the motion passed unanimously. (2021.52)
Antes Aye
Ashton Aye
Isenburg Aye
Weinstein Aye
M. Antes moved to approve the FY 2022 Affordable Housing operating budget, M. Isenburg seconded, and upon a roll call vote the motion passed unanimously. (2021.53)
Antes Aye
Ashton Aye
Isenburg Aye
Weinstein Aye
R. Conlon reviewed the October budget comparatives with the Board.
- 5 Minutes
M. Antes moved to approve the regular meeting minutes of 11/16/21 as amended, R. Ashton seconded, and upon a roll call vote the motion passed unanimously. (2021.54)
Antes Aye
Ashton Aye
Goodwin Abstain

Isenburg Aye
Weinstein Aye

6 Bill Warrant

R. Ashton moved to approve the Bill Warrant for November 2021 in the amount of \$123,523.49, M. Antes seconded, and upon a roll call vote the motion passed unanimously. (2021.55)

Antes Aye
Ashton Aye
Goodwin Aye
Isenburg Aye
Weinstein Aye

7 Debit Card Warrant

M. Antes moved to approve the debit card warrant for November 2021 in the amount of \$397.79, R. Ashton seconded, and upon a roll call vote the motion passed unanimously. (2021.56)

Antes Aye
Ashton Aye
Goodwin Aye
Isenburg Aye
Weinstein Aye

8 Executive Director's Report

B. Boggia reported on the various aspects of WHA operations including the WHA response to COVID-19, and community rooms, vacancy ledger, tenant accounts receivables, financial ledgers and comparatives, and Section 8 Voucher utilization rates, Section 8 Shortfall funding request, and operating reserves.

9 Maintenance and Capital Improvements

B. Boggia reported on maintenance operations, vacancy costs, 7 Simpson renovation, replacement of heating systems, installation of fiber optic cable at Cochituate Village Apartments, and Bent Park electrical upgrade and associated permit fees.

10 PHA Plan Update

The Board reviewed the draft 2020-2024 PHA Plan and Capital Spending Plan update.

K. Goodwin moved to approve the 2020-2024 PHA Plan and Capital Spending Plan update and to accept the HUD Civil Rights Certification, R. Ashton seconded, and upon a roll call vote the motion passed unanimously. (2021.57)

Antes Aye
Ashton Aye
Goodwin Aye
Isenburg Aye
Weinstein Aye

11 Affordable Housing

B. Boggia reported on Chapter 40B affordable resales and refinances, Hammond Road ledgers as well as financial assistance for affordable homeowners for capital upgrades at Willow Brook and Trout Brook. The Mendler Woods affordable housing Letter of Intent was reviewed. The Planning Board may need to submit a warrant article to clarify the provisions for sustainable affordability.

12 General Correspondence

The Board reviewed the General Correspondence folder.

13 Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any None.

14 Next Meeting(s)

The next meeting was set for 10:00 am on January 21 and the third Fridays of the month and thereafter.

15 Adjourn

R. Ashton moved to adjourn, K. Goodwin seconded, and upon a roll call vote the motion passed unanimously. (2021.58)

Antes Aye

Ashton Aye

Goodwin Aye

Isenburg Aye

Weinstein Aye S. Weinstein adjourned the meeting at 11:51 AM.

Documents to Be Reviewed at the Meeting

- Meeting Packet Operating Budget Monthly Comparatives
- Executive Director's Report
- FY2022 Draft WHA Budget
- PHA Plan Update
- Affordable Housing Financial Ledgers
- General Correspondence
- WHAt's News Tenant Newsletter

Attested: _____
Brian Boggia, Executive Director