

**Wayland Housing Authority
Board of Commissioners Meeting
January 21, 2022
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; Kevin Goodwin (entered the meeting at 10:45 AM); Marie Isenburg; Susan Weinstein;

Absent: None

WHA Staff Present: Brian Boggia; Lynn Poisson

- 1 S. Weinstein called the Regular Meeting to order at 10:01 AM and reviewed the agenda.
- 2 Public Comment
There was no public comment.
- 3 Tenant Comment
There was no Tenant comment.
- 4 Minutes
R. Ashton moved to approve the minutes of 12/17/21 as amended, M. Antes seconded, and upon a roll call vote the motion passed unanimously. (2022.03)

Antes	Aye
Ashton	Aye
Isenburg	Aye
Weinstein	Aye
- 5 Bill Warrant
R. Ashton moved to approve the Bill Warrant for December 2021 in the amount of \$117,933.55, M. Antes seconded and upon a roll call vote the motion passed unanimously. (2022.04)

Antes	Aye
Ashton	Aye
Isenburg	Aye
Weinstein	Aye
- 6 Debit Card Warrant
M. Antes moved to approve the Debit Card Warrant for January 2021 in the amount of \$477.20, R. Ashton seconded and upon a roll call vote the motion passed unanimously. (2022.05)

Antes	Aye
Ashton	Aye
Isenburg	Aye
Weinstein	Aye
- 7 Executive Directors Report
B. Boggia reported on the various aspects of WHA operations including the WHA response to COVID-19 closing community rooms. The Board reviewed operating financial statements, Operating reserve balances for FY 2021, Section 8 Voucher Program shortfall funding, vacancy ledger, tenant accounts receivable, and Family Self-Sufficiency program 2021 grant, and WHA DHCD Commissioner waiver.

8 Maintenance and Capital Improvements

The Board reviewed B. Boggia's report including the work order summary report, 2021 vacancies, tree trimming at 106 Main Street, FIOS installation, Simpson Road renovation, and the Bent Park electric upgrade. M. Antes moved to approve Change Order #1 for the Bent Park electric upgrade in the amount of \$19,179.56 to install GFI receptacles and breakers in each apartment, R. Ashton seconded and upon a roll call vote the motion passed unanimously. (2022.06)

Antes	Aye
Ashton	Aye
Goodwin	Aye
Isenburg	Aye
Weinstein	Aye

The Board appreciates the Board of Selectmen discounting the electric permit fee.

9 Executive Director Performance Review

S. Weinstein presented the Executive Director performance review. M. Antes moved to approve the 2021 Executive Director performance review and a 4% salary increase retroactive to January 1, 2022, K. Goodwin seconded, and the motion passed unanimously. (2022.07)

10 Affordable Housing

The Board reviewed Hammond Road financials, Trout Brook affordable refinance, ZBA approval of the Comprehensive Permit to build an affordable unit at 12 Hammond Road, annual monitoring of affordable housing units, Mendler Woods affordable housing, scheduling the affordable housing summit, and the revision of the Affordable Accessory Dwelling Unit by-law. R. Ashton moved to approve the Hammond Road bill warrant for January 2022 in the amount of \$350.00, M. Antes seconded and upon a roll call vote the motion passed unanimously. (2022.08)

Antes	Aye
Ashton	Aye
Goodwin	Aye
Isenburg	Aye
Weinstein	Aye

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

14 Next Meeting

The next meeting was scheduled for 10:00 am on February 18, 2022.

15 Adjourn

R. Ashton moved to adjourn, K. Goodwin seconded, and upon a roll call vote the motion passed unanimously. (2022.09)

Antes	Aye
Ashton	Aye
Goodwin	Aye
Isenburg	Aye
Weinstein	Aye

Weinstein adjourned the meeting at 11:16 AM.

Documents Reviewed at the Meeting

- Meeting Packet Operating Budget Monthly Comparatives
- ADU Draft Warrant Article Draft
- Executive Director Performance Review
- Bent Park Electrical Upgrade Change Order #1

Attested: _____
Brian Boggia, Executive Director