

**Wayland Housing Authority
Board of Commissioners Meeting
April 22, 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 10:13); Marie Isenburg (entered 10:28 AM); Susan Weinstein.

Absent: None

WHA Staff Present: Brian Boggia; Lynn Poisson.

- 1 S. Weinstein called the Regular Meeting to order at 10:02 AM and reviewed the agenda.
- 2 Public Comment
There was no public comment.
- 3 Tenant Comment
There was no Tenant comment.
- 4 Minutes
M. Antes moved to approve the minutes of 3/25/22 as amended, R. Ashton seconded, and upon a roll call vote the motion passed unanimously. (2022.22)

Antes	Aye
Ashton	Aye
Weinstein	Aye
- 5 Bill Warrant
R. Ashton moved to approve the Bill Warrant for March 2022 in the amount of \$41,846.71, M. Antes seconded and upon a roll call vote the motion passed unanimously. (2022.23)

Antes	Aye
Ashton	Aye
Weinstein	Aye
- 6 Debit Card Warrant
M. Antes moved to approve the Debit Card Warrant for March 2022 in the amount of \$1,424.10, R. Ashton seconded and upon a roll call vote the motion passed unanimously. (2022.24)

Antes	Aye
Ashton	Aye
Weinstein	Aye
- 7 Executive Directors Report
B. Boggia reported on various aspects of WHA operations including the WHA response to COVID-19 opening the community rooms, tenant accounts receivable, and vacancy ledger. The Board reviewed operating financial statements, operating reserve balances, Section 8 Voucher program, and the Family Self-Sufficiency program, Meet the Director notes, Fair Housing training for WHA staff, Sunwealth solar energy program, Mass. Union of Public Housing Tenants membership, and the annual WHA financial audit currently underway.

8 Maintenance and Capital Improvements

The Board reviewed the Executive Director's Maintenance report including the work order summary report, off-line vacancies, Housing Authority Insurance (HAI) settlement for renovations at a scattered site, FIOS installation at the Cochituate Village Apartments, the Bent Park electric upgrade, and the laundry equipment contract with Automatic Laundry for Bent Park and CVA.

9 HUD Income Limits

K. Goodwin moved to approve the revised HUD Income Limits for Wayland, M. Antes seconded, and upon a roll call vote the motion passed unanimously. (2022.25)

Antes	Aye
Ashton	Aye
Goodwin	Aye
Isenburg	Aye
Weinstein	Aye

10 Affordable Housing

The Board reviewed Hammond Road financials, Mill Creek and Launcher way affordable housing proposals, and Housing Production Plan hearing.

K. Goodwin moved to approve the revised Hammond Road Bill warrant in the amount of \$1,135.00, M. Antes seconded, and upon a roll call vote the motion passed unanimously. (2022.26)

Antes	Aye
Ashton	Aye
Goodwin	Aye
Isenburg	Aye
Weinstein	Aye

K. Goodwin moved to approve the write off uncollectable tenant account receivable for 11 Hammond Road Bill in the amount of \$1,842.12, M. Antes seconded, and upon a roll call vote the motion passed unanimously. (2022.27)

Antes	Aye
Ashton	Aye
Goodwin	Aye
Isenburg	Aye
Weinstein	Aye

11 General Correspondence

The Board reviewed General Correspondence

12 Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any:

None.

13 Next Meeting

The next meeting was scheduled for 9:00 am on May 27, 2022.

14 Adjourn

R. Ashton moved to adjourn, K. Goodwin seconded, and upon a roll call vote the motion passed unanimously. (2022.28)

Antes	Aye
Ashton	Aye
Goodwin	Aye
Isenburg	Aye

Weinstein Aye

Weinstein adjourned the meeting at 10:51 AM.

Documents Reviewed at the Meeting

- Meeting Packet
- Operating Budget Monthly Comparatives
- WHAT's News
- HUD Income Limits Schedule
- THE UNION BEACON
- Marcum Engagement Letter
- Insurance Register
- Sunwealth Flyer
- Meet the Director Notes
- MIIA Workers Comp Renewal Summary
- CHAPA HOUSING BRIEFS

Attested: _____
Brian Boggia, Executive Director