

**Wayland Housing Authority  
Board of Commissioners Meeting  
October 26, 2023  
6:30 PM  
Cochituate Village Apartments  
In Person Meeting**

Commissioners Present: Mary Antes; Russell Ashton; Kevin Goodwin; John Thomas; Susan Weinstein  
Commissioners Absent: None  
WHA Staff Present: Brian Boggia, Lynn Poisson  
Others: Marie Isenburg

**Regular Meeting Minutes**

- 1 S. Weinstein called the Regular Meeting to order at 6:30 PM.
- 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 9/28/23 without amendments, R. Ashton seconded, and the motion passed unanimously. (2023.50)
- 5 Bill Warrant  
M. Antes moved to approve the Bill Warrant for September 2023 in the amount of \$34,313.6, K. Goodwin seconded and the motion passed unanimously. (2023.51)
- 6 Debit Card Warrant  
R. Ashton moved to approve the Debit Card Warrant for September 2023 in the amount of \$1,097.49, K. Goodwin seconded and the motion passed unanimously. (2023.52)
- 7 Executive Directors Report  
B. Boggia reported on various aspects of WHA operations. Budget comparatives from WHA Fee Accountant R. Conlon for October are not available because of the merger with Marcum. The Board reviewed the vacancy ledger, tenant accounts receivable, Evictions and Terminations report, and Section 8 Housing Choice Voucher Program utilization. The Board discussed the PHA Plan, maintenance work order reports, The recent public housing unit inspections by the U.S. Inspection Group, the recent emergency evacuation of the Cochituate Village Apartments due to the fire at the Honey Farms Plaza, and the resale of 615 Trout Brook affordable housing.
- 8 Operating Budget FY 2024  
The Board reviewed the budget questionnaire as prepared by Staff. Susan Weinstein and Kevin Goodwin will meet with staff to review salaries and the WHA organization. The WHA Fee Accountant will prepare a draft budget for presentation to the Board at the November meeting.
- 9 PHA Plan Annual Update  
B. Boggia requested that the Board table the PHA Plan update. K. Goodwin moved to table the PHA Plan Annual Update until the November meeting, M. Antes seconded, and the motion passed unanimously. (2023.53)

10 Affordable Housing

K. Goodwin moved to approve the September, 2023 Bill Warrant for 11 Hammond Road in the amount of \$3,587.95, M. Antes seconded and the motion passed unanimously (2023.54) S. Weinstein reported on the construction of a new affordable housing unit at 12 Hammond. M. Antes reported on the Wayland Housing Partnership advocating for Accessory Dwelling Units (ADU'S) and future housing summit.

11 Correspondence

The Board reviewed the Correspondence folder.

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

The Board discussed the upcoming Executive Director performance review.

13 Next Meeting

The next meetings were scheduled for:

6:30 pm on November 16, 2023 to be held in person at Bent Park.

6:30 pm on December 20, 2023 to be held via Zoom.

14 Adjourn

R. Ashton moved to adjourn, K. Goodwin seconded, and upon a roll call vote the motion passed unanimously. (2023.55)

S. Weinstein adjourned the meeting at 8:06 PM.