

**MINUTES  
WELLESLEY HOUSING AUTHORITY  
REGULAR MEETING  
AUGUST 23, 2018 : 5:30pm  
GREAT HALL • WELLESLEY TOWN HALL**

**ROLL CALL :**

**PRESENT:**

Chairperson Maura Renzella  
Treasurer Kathy Egan  
Commissioner Don Kelley  
Commissioner Michelle Chalmers 5:40

**ABSENT:**

Vice Chair Tanya Morel

**STAFF:**

**PRESENT:**

Paul Dumouchel  
Patricia Edmond

**NOTICE OF MEETING**

Adequate notice of this meeting has been provided by the Secretary of the Wellesley Housing Authority by preparing a Public Notice dated August 21, 2018 setting forth the date, time and place of this meeting. Said notice was filed with the Clerk of the Town of Wellesley and provided to persons requesting it.

**CHAIR ANNOUNCEMENTS:**

**DISCUSSION ITEMS**

**Deborah Brown, The Swellesley Report. Discussing “The Little Library Project” Literacy Initiative.:** Deborah and her husband are interested in starting a Little Library Project outside of the Barton Road Community Room. The Board gives it’s full support and Chair Renzella offered any help in grant writing that the Browns may need.

**Patricia Edmond:** The Assistant E.D. will be resigning her position on August 24 to take a job elsewhere. The Board thanked Ms. Edmond and wished her well.

**Medgine Langlais:** The Property Manager will also be resigning her position on August 24 to take a job elsewhere.

**Wellesley/Needham Management Agreement:** The Chair reported that the State Auditor was unavailable for the dates that were offered for her to meet with the Board to discuss the results of the 13 month audit. It was agreed that Commissioner Egan and Chair Renzella would attend when an agreed upon date was found.

The Chair also spoke with Amy Stitley of DHCD regarding the meeting that was requested by the Board and Representative Peisch. Ms. Stitley said they would meet with Rep. Peisch and Selectwoman Ellen Gibb alone, but they would be attending the September 27 board meeting of the WHA and would like to address the full board at once. The Chair also reported that it has become apparent that the WHA will no longer be in a management agreement with the NHA. She said that this was a very positive discussion with DHCD and that this could be an opportunity for the WHA to focus on their own policies. An extension can be requested at the September 27 meeting. Chair Renzella recommended that the Board look into hiring a consultant to carry out the process of hiring a new E.D. She said she will also tap into the town resources in the finding and hiring processes. She has researched the process and requested that the Board agree to her reaching out to four consulting companies that she has found from various minutes of housing authorities that have gone through the process of hiring an ED. Commissioner Egan said that although DHCD has made the decision to break with the NHA, the Board should take the opportunity to press to find out why DHCD decided the way they did. The Chair asked if they would opt to have a special meeting to come up with a united front for the meeting or if they would all do their homework and come prepared to ask questions. Commissioner Egan also said that given the circumstances, that since it was DHCD’s decision that brought this about, that the WHA be given some funding for the search.

The ED announced that the bookkeeper, Viviana Veira, has agreed to begin full time. Chair Renzella said that she would push to hire an ED by December 31. She mentioned that Scott Brightman, NHA Chair, has been very helpful and will continue to be in the future. Stefania Paola voiced concerns about the WHA standing alone then failing and being joined

with another housing authority. The Chair voiced her optimism about having a Director that is solely focused on Wellesley.

**Executive Director Report:** Chair Renzella requested a time frame for the Board to be addressing a policy and procedure for the DHCD centralized waitlist. The ED said that the intention is for the waitlist to roll out January 1<sup>st</sup>. The Chair asked for a presentation for the Board on the process for November or December.

The ED responded to a question Commissioner Chalmers had last month, saying that the Wellesley Light Plant is, indeed, charging the agreed upon fee to the new tenants.

He also reported that he would be in Needham 2 ½ days a week and in Wellesley 2 ½ days a week.

**Accountant's Compilation Report**

**RESOLUTION # 2018-36**

Approving the Minutes of the July 31, 2018 Regular Meeting

Upon a motion duly made by Commissioner Egan and seconded by Commissioner Kelley, the motion was approved by the following vote: X MR X DK X KE A TM A MC

**RESOLUTION # 2018-37**

Approving the Minutes of the August 9, 2018 Special Meeting : Commissioner Egan requested a change to the Minutes and a vote was taken to approve the amended minutes.

Upon a motion duly made by Commissioner Egan and seconded by Commissioner Kelley, the motion was approved by the following vote: X MR X DK X KE A TM X MC:

**RESOLUTION # 2018-38**

Approving the Submission of the annual Capital Improvement Plan

Upon a motion duly made by Commissioner Egan and seconded by Commissioner Kelley, the motion was approved by the following vote: X MR X DK X KE A TM X MC

**RESOLUTION # 2018-39**

Approving payment of the bill/check roll listed on the warrant dated August 21, 2018 in the amount of \$88,328.26  
Authorized as follows:

Checks (#15641 - #15701 )..... \$88,328.26

Upon a motion duly made by Commissioner Egan and seconded by Commissioner Kelley, the motion was approved by the following vote: X MR X DK X KE A TM X MC

**RESIDENT/PUBLIC INPUT:**

The Chair asked the tenants if they would like to meet with the Board before the next board meeting. It was agreed that the meeting would be better if it were held after the meeting with DHCD.

- **Report of the LTO:** Stefania asked that the parking/towing issue be resolved before the split with NHA. ED Dumouchel agreed to go forward with a memorandum of understanding with a tow company next week. Commissioner Chalmers asked the ED what was discussed at the Barton Road meeting on August 7. He said that trash pickup was the big topic. The new trash contract has been off to a rocky start. He is working with Gary Kuphal and the trash company to try to get this straightened out. The number of totes came up for discussion, with Stephania asking for 2 totes for many residents. Commissioner Chalmers recommended that recycling become part of the fabric of the WHA, saying that she would reach out to the Green Team to try to get some involvement.

Stefania asked who the tenant should report to when the property manager is gone. She also asked if she could be involved in the process of hiring the property manager. ED Dumouchel said he had no objection although she would not be given veto power in the decision.

- Other Citizen Speak

Minutes  
Wellesley Housing Authority  
August 23, 2018

**MOTION TO ADJOURN**

Upon a motion duly made by Commissioner \_ and seconded by Commissioner \_, the motion was (approved/not approved by the following vote \_\_MR \_\_DK \_\_KE \_\_TM \_\_MC:

WELLESLEY HOUSING AUTHORITY MEETING DATES

Thursday	September 27, 2018	525 Washington Street	Great Hall	5:30pm
Thursday	October 25, 2018	525 Washington Street	Great Hall	5:30pm