

MINUTES
WELLESLEY HOUSING AUTHORITY
REGULAR MEETING
November 26, 2018 : 5:30pm
GREAT HALL • WELLESLEY TOWN HALL

ROLL CALL : COMMISSIONERS PRESENT

Chairperson Maura Renzella
Vice Chair Tanya Morel
Treasurer Kathy Egan
Commissioner Michelle Chalmers

STAFF PRESENT:

Bernie Kirstein
Sandra Amour

COMMISSIONERS ABSENT:

Commissioner Don Kelley

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 November 19, 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:

Transition Update: Chair Renzella announced that DHCD has approved a salary and the E.D. search is on and is currently being advertised. She also mentioned that she had a conference call with NHA Board Chair Scott Brightman and Amy Stitley of DHCD and the deadline for the end of the management agreement with NHA will not be met, so DHCD will extend the management agreement and will assist going forward. We will remain with NHA until we have a director in place. We are pleased with the service Bernie is giving us. She went on to say that she heard from DHCD and allegations have been made with leasing and findings were found. DHCD is putting together a plan and other agencies will be brought in to further investigate. She went on to say that DHCD has requested a joint meeting with the NHA and WHA Boards. December 13, 2018 is the requested date.

She then asked Commissioner Egan to give an update on the parking proposal at Washington Street. Commissioner Egan received an updated set of plans for the project. She and Commissioner Chalmers will walk the property with the plans to get an accurate picture. The E.D. was requested to contact legal counsel re: the project and the easement.

DISCUSSION ITEMS

Update of Wellesley/Needham transition

Update on DHCD Technology Fund purchases: \$10K allotted from DHCD in 2018 budget for technology updates. A server, computer, 2 iPads for Maintenance and inspections and 2 wifi security cameras for the community rooms at River St and Washington Circle have been allotted. The work will start shortly.

Vacancy Report: 12 vacancies. All but 3 of the vacancies have been turned over. Two of the vacancies are recent. The new property manager is working on leasing the units. Chair Renzella outlined the process of vetting applicants and leasing units.

Migration to CHAMP Wait List: Applications are being entered into the CHAMP system and will go live January 1, 2019.

New Trash Contract Update: Tenant Tom Hutton described the need to have downsized totes at the Washington St elderly/disabled units. Chair Renzella said she brought that up with the Maintenance Director and the Maintenance Supervisor and they do not see the need.

Executive Director's Report

DHCD Audit

RESOLUTION # 2018-49

Approving the Minutes of the June 7, 2018 Special Meeting

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

Minutes
Wellesley Housing Authority
November 26, 2018

RESOLUTION # 2018-50

Approving the Minutes of the September 27, 2018 Regular Meeting
Upon a motion duly made by Commissioner Egan and seconded by Commissioner Chalmers, the motion was approved by the following vote: X_MR A_DK X_KE X_TM X_MC:

RESOLUTION # 2018-51

Approving the Minutes of the October 16, 2018 Special Meeting
Upon a motion duly made by Commissioner Egan and seconded by Commissioner Morel, the motion was approved by the following vote: X_MR A_DK KE was absent X_TM X_MC:

RESOLUTION # 2018-52

Approving payment of the bill/check roll listed on the warrant dated November 19, 2018 in the amount of \$108,523.95 authorized as follows:
Checks (#15880 - #15947)..... \$108,523.95
Upon a motion duly made by Commissioner Egan and seconded by Commissioner Chalmers, the motion was approved by the following vote: X_MR A_DK X_KE X_TM X_MC:

RESIDENT/PUBLIC INPUT: Tom Hutton requested that, since his carpet needs to be replaced, that he be able to store his property in unit 509B which is vacant since his neighbor moved out. The E.D. agreed to look into it. Michael El Said of Washington Street offered his services to the WHA in the finance and legal areas. Chair Renzella responded that she is interested in getting together and hearing what he has to say, but that she doesn't want to offer false hope because most all of how we do things are regulated by DHCD. Nate Powell, asked questions about the parking area that were unable to be addressed because it is so early in the process. He then asked if inspections were going to be held this year. The E.D. responded yes. We might go into next year, we are working on a plan.

MOTION TO ADJOURN

Upon a motion duly made by Commissioner Egan and seconded by Commissioner Morel, the motion was approved by the following vote: X_MR A_DK KE was absent X_TM X_MC

WELLESLEY HOUSING AUTHORITY MEETING DATES

Thursday	December 27, 2018	525 Washington Street	Great Hall	5:30pm
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