

**WINCHESTER HOUSING AUTHORITY
BOARD OF COMMISSIONERS**

Minutes of Regular Meeting – February 10, 2026

Location: 13 Westley Street

4:30 PM

CALL TO ORDER – Members present: Chairperson James Harris, June McInnis and Laura Glynn. Also present Executive Director Susan Cashell and Assistant Director Denise Lynch.

1. MINUTES The Board reviewed and approved the Minutes of the Regular Board Meeting of January 13, 2026 as presented.

Moved to approve by June McInnis and seconded by Laura Glynn. Voted 3-0.

2. DIRECTOR'S REPORT

Vacancy Report – 1 – 705, 1 -667

Maintenance and Capital Projects:

- a) The maintenance staff has been busy with workorders and snow and ice removal after the recent storms.
- b) The WHA is working with the plumber and the engineer regarding the work needed for the completion of the Water Pipe project.
- c) RCAT is assisting in the permanent solution of the sprinkler pipes in the attics of building 1 – 7 Westley Street.

3. TENANT'S OPEN FORUM

Marilyn Kennedy wanted to let board know on what a great job maintenance has done with the snow removal. Vanasa Schukis spoke on the Tenants Association and the upcoming events .

4. FINANCIALS

The Board reviewed and approved the Accounts Payable Warrant totaling \$ 59,131.27 for the period from January 1, 2026 thru January 31, 2026.

Moved to approve by June McInnis and seconded by Laura Glynn. Voted 3–0.

The Board received and reviewed the gross figures of Payroll, Section 8 and FSS payables for the period of January 1, 2026 thru January 31, 2026.

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|----------------------|---------------|
| a. Payroll | \$ 39,127.79 |
| b. Section 8 Account | \$ 221,682.39 |
| c. FSS | \$ 6,306.00 |

5. SECTION-8 PROGRAM STATISTICS FOR January 2026

The Board received and reviewed the Section 8 statistics for January 2026.

133 Active WHA Vouchers, 3- Port-in Vouchers Total 136

6. REVIEW AND VOTE ON COST COMPARATIVES

The Board reviewed and approved the cost comparatives ending December 31, 2025
Moved to approve by June McInnis and seconded by Laura Glynn. Voted 3-0.

7. REVIEW AND VOTE ON QUARTERLY REPORTS

The Board reviewed and approved the quarterly operating and Modernization Reports ending December 31, 2025.
Moved to approve by June McInnis and seconded by Laura Glynn. Voted 3-0.

8. REVIEW AND VOTE ON CAPITAL IMPROVEMENT PROJECTS

No project documents presented for review.

9. REVIEW AND VOTE ON AFFIRMATIVE ACTION GOAL PLAN

The Board reviewed and approved the Affirmative Action Goal Plan.
Moved to approve by June McInnis and seconded by Laura Glynn. Voted 3-0.

10. REVIEW AND VOTE ON EOHLC GRANT FOR SHARED HUMAN RESOURCES/ INTERGOVERNMENTAL AGREEMENT.

The Board reviewed and approved the Intergovernmental Agreement between EOHLC and the 10 Housing Authorities that will share the Human Resource Personnel.
Moved to approve by June McInnis and seconded by Laura Glynn. Voted 3-0.

11. REVIEW AND VOTE ON THE APPOINTMENT OF REPRESENTATIVE TO THE WCCP

The Board reviewed and approved the re-appointment of Laura Glynn to the WCCP for the current term.
Moved to approve June McInnis and seconded by Laura Glynn. Voted 3-0.

12. OTHER BUSINESS LEGALLY BEFORE THE BOARD

None

13. COMMITTEE REPORTS

- a) Housing Partnership
- b) CPA

14. ADJOURNMENT

Moved to adjourn by June McInnis and seconded by Laura Glynn at 5:00PM. Voted 3 0.