

**WINCHESTER HOUSING AUTHORITY  
BOARD OF COMMISSIONERS**

Minutes of Regular Meeting – July 12, 2022

**REMOTE PARTICIPATION**

(Due to State of Emergency COVID –19)

7:00 PM

CALL TO ORDER – Members present: Chairman Stephen Anderson, Brenda Kleschinsky, Catherine Camp Boyle, June McInnis and Mary Lou Bigelow. Also present Executive Director Susan Cashell and Program Administrator Denise Lynch.

1. MINUTES The Board reviewed and approved the Minutes of the Regular Board Meeting of June 14, 2022 as presented.

Moved to approve by Brenda Kleschinsky and seconded by Catherine Boyle. Voted 5-0.

2. DIRECTOR’S REPORT

Vacancy Report – One

Maintenance and Capital Projects:

- a) The maintenance staff has been busy with routine workorders, preparing units for turnovers and landscaping
- b) The waterpipe project is scheduled to begin preparation in each unit on July 13, 2022.

3. TENANT’S OPEN FORUM

There were neither tenants nor public present.

4. FINANCIALS

The Board reviewed and approved the Accounts Payable Warrant totaling \$90,778.09 for the period from June 1, 2022 through June 30, 2022.

Moved to approve by June McInnis and seconded by Mary Lou Bigelow. Voted 5–0.

The Board received and reviewed the gross figures of Payroll, Section 8 and FSS payables for the period of June 1, 2022 through June 30, 2022.

a. Payroll	\$ 29,505.54
b. Section 8 Account	\$ 193,919.00
c. FSS	\$ 5,803.00

5. SECTION-8 PROGRAM STATISTICS FOR JUNE 2022

The Board received and reviewed the Section 8 statistics for June 2022

142 Active, 0 Searching.

6. REVIEW AND APPROVAL OF COST COMPARISON July 1, 2021 through May 31, 2022

The Board reviewed and approved the cost comparisons for period of July 1, 2021 through May 31, 2022.

Moved to approve by Mary Lou Bigelow and seconded by June McInnis. Voted 5-0.

7. REVIEW AND APPROVAL OF BIRD FEEDING POLICY

The Board deferred review and vote of the Bird Feeding Policy until next month. .

8. OTHER BUSINESS LEGALLY BEFORE THE BOARD

None

9. COMMITTEE REPORTS

- a) Winchester Housing Partnership/Affordable Housing Committee - no report
- b) Housing For People With Disabilities –The Board has asked Susan Cashell to confirm that Gail Neibaur is working on a final version of document that was reviewed and revised by Cathy Boyle and Chairman Anderson.

15. ADJOURNMENT

Moved to adjourn at 7:52 PM by Catherine Boyle and seconded by Mary Lou Bigelow. Voted 5-0.