

**WINCHESTER HOUSING AUTHORITY  
BOARD OF COMMISSIONERS**

Minutes of Regular Meeting – September 13, 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 August 9, 2022 as presented.

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

2. DIRECTOR’S REPORT

Vacancy Report – 0

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 complete.
- c) HUD is issuing the WHA 4 additional Housing Choice Vouchers.

3. TENANT’S OPEN FORUM

There were no tenants present, 3 members of the public were present, once determined they were at the wrong meeting they excused themselves and left.

4. FINANCIALS

The Board reviewed and approved the Accounts Payable Warrant totaling \$149,699.49 for the period from August 1, 2022 through August 31, 2022.

Moved to approve by Brenda Kleschinsky 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 August 1, 2022 through August 31, 2022.

a. Payroll	\$ 25,323.42
b. Section 8 Account	\$ 193,612.00
c. FSS	\$ 6,184.00

5. SECTION-8 PROGRAM STATISTICS FOR AUGUST 2022

The Board received and reviewed the Section 8 statistics for August 2022.

142 Active, 0 Searching.

6. REVIEW AND APPROVAL OF SECTION 8 FSS ACTION PLAN

The Board reviewed and approved the Section 8 FSS Action Plan.

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

7. DISCUSSION OF THE WINCHESTER TOWN ADU PROPOSAL

The Board discussed the Accessory Dwelling Unit Proposal received from the town planner.

Chairman Anderson will speak with the town regarding several concerns that were raised during the discussion.

8. WATER-PIPE CERTIFICATE FOR PAYMENT #2

The Board reviewed and approved the second payment for the water-pipe project.

Moved to approve by Brenda Kleschinsky and seconded by June McInnis. Voted 5-0.

9. OTHER BUSINESS LEGALLY BEFORE THE BOARD

The Board Meeting for October 2022 will be held on October 18, 2022.

10. COMMITTEE REPORTS

a) Housing For People With Disabilities –The Board has received the updated report from Gail Neibaur on the group home, after a considerable discussion it was decided that the Housing Authority would postpone action on using one of their current properties for one year.

11. ADJOURNMENT

Moved to adjourn at 8:48 PM by Mary Lou Bigelow and seconded by June McInnis. Voted 5-0.