

**WINCHESTER HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
AGENDA**

**Regular Business Meeting – January 14, 2020  
Westley Street Community Room  
7:00 PM**

**CALL TO ORDER** – Members present: Chair, Stephen Carr Anderson, Rod Gay, Brenda Kleschinsky and Kathleen Darcy. Catherine Camp Boyle was absent. Also present Executive Director John W. Hurd and attached resident attendance list.

**1. MINUTES**

The Board reviewed and approved the Minutes of the Regular Meeting of August 13, 2019 previously postponed.

**Moved to approve by Kathleen Darcy and seconded by Brenda Keschinsky.**  
Stephen Anderson abstained since he was not in attendance at the August meeting.

**Voted 3-0**

**2. MINUTES**

The Board reviewed and approved the Minutes of the Regular Meeting of December 10, 2019 as presented.

**Moved to approve by Kathleen Darcy and seconded by Rod Gay.**

Brenda Kleschinsky abstained since she was not in attendance at the December meeting.

**Voted 3-0**

**3. DIRECTOR'S REPORT**

>Zero vacancies

>The maintenance staff has been working on routine work orders and snow and ice removal.

> The electrical panel upgrade at Westley Street bid period closed. Jupiter Electric, the company that did the upgrade at Palmer Street, was the successful low bidder.

> The bids for the rehabilitation of 10 Chester Street were closed at the end of December. There were two bids initially, Dandis Contracting at \$129,600 and Homer Contracting at \$191,000. However, Dandis Contracting decided to withdraw their low bid. Because the only other bid from Homer Contracting was much higher than budgeted WHA will rebid the project in early February.

**4. TENANT'S OPEN FORUM**

There were no comments from the WHA tenants.

**5. FINANCIALS**

The Board reviewed and approved the Accounts Payable Warrant totaling \$49,772.76 for the period from December 1, 2019 through December 31, 2019.

**Moved to approve by Brenda Kleschinsky and seconded by Rod Gay.**

**Voted 4-0**

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The Board received and reviewed the gross figures for Payroll, Section 8 and FSS payables for the period from December 1, 2019 through December 31, 2019.

- a. Payroll \$22,946.32
- b. Section 8 Account \$172,919.04
- c. FSS \$7,204.00

6. **JULY 1, 2019 – NOVEMBER 30, 2019 COST COMPARATIVE STATEMENTS**  
Moved to approve by Kathleen Darcy and seconded by Brenda Keschinsky.  
Voted 4-0
7. **AMENDMENT #10 TO CAPITAL IMPROVEMENT WORK PLAN 5001**  
Moved to approve by Kathleen Darcy and seconded by Brenda Keschinsky.  
Voted 4-0
8. **SECTION 8 PROGRAM STATISTICS FOR DECEMBER 2019**  
146 VOUCHERS ACTIVE, 0 SEARCHING, 1 PENDING
9. **DEPARTMENT OF HOUSING & COMMUNITY DEVELOPMENT (HUD) 2020 FAIR MARKET RENT (FMR)**  
Moved to approve by Brenda Keschinsky and seconded by Rod Gay.  
Voted 4-0
10. **UPDATE ON REHABILITATION AT 10 CHESTER STREET, WINCHESTER, MA**  
This agenda item was previously reported on during the Directors Report.
11. **NEW BUSINESS**
12. **COMMITTEE REPORTS**
  - a. WINCHESTER HOUSING PARTNERSHIP / AFFORDABLE HOUSING COMMITTEE
  - b. GROUP HOME
13. **ADJOURNMENT**  
Moved to adjourn at 8:15 PM by Kathleen Darcy and seconded by Rod Gay.  
Voted 4-0