

**WINCHESTER HOUSING AUTHORITY
BOARD OF COMMISSIONERS**

**Minutes of Regular Business Meeting – April 21, 2020
Westley Street Community Room Remotely
7:00 PM**

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

1. MINUTES

The Board reviewed and approved the Minutes of the Regular Meeting of March 10, 2020.

Moved to approve by Brenda Kleschinski and seconded by Kathleen Darcy.

Catherine Boyle abstained having not been in attendance at the March meeting.

Voted 4-0

2. DIRECTOR’S REPORT

>1-unit vacancy. The unit turn-over work in process.

>The maintenance staff has been working on cleaning and disinfecting buildings, emergency work orders and grounds maintenance work.

> Jupiter Electric has been preparing for the electrical panel upgrade at the Westley Street Complex. The project was postponed due to the pandemic, it is expected to begin in May.

3. TENANT’S OPEN FORUM

No tenants present.

4. FINANCIALS

The Board reviewed and approved the Accounts Payable Warrant totaling \$42,036.26 for the period from March 1, 2020 through March 31, 2020.

Moved to approve by Brenda Kleschinski and seconded by Kathleen Darcy.

Voted 5-0

The Board received and reviewed the gross figures for Payroll, Section 8 and FSS payables for the period from March 1, 2020 through March 31, 2020.

a. Payroll	\$20,521.41
b. Section 8 Account	\$170,807.00
c. FSS	\$7,764.00

5. JULY 1, 2019 – FEBRUARY 29, 2020 COST COMPARATIVE STATEMENTS

Moved to approve by Kathleen Darcy and seconded by Catherine Boyle.

Voted 5-0

6. SECTION 8 PROGRAM STATISTICS FOR MARCH 2020

145 VOUCHERS ACTIVE 1 SEARCHING, 1 PENDING

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7. UPDATE ON REHABILITATION AT 10 CHESTER STREET, WINCHESTER, MA

Mr. Hurd reported that the low bid of \$129,000 was received from Marino Construction of Chelmsford, MA. for the rehabilitation of the unit. The qualification of the contractor is in process and the starting date is to be determined.

8. NEW BUSINESS

9. COMMITTEE REPORTS

- a. WINCHESTER HOUSING PARTNERSHIP / AFFORDABLE HOUSING COMMITTEE
- b. GROUP HOME

10. ADJOURNMENT

Moved to adjourn at 7:50 PM by Kathleen Darcy and seconded by Brenda Kleschinsky.
Voted 5-0