

**WINCHESTER HOUSING AUTHORITY
BOARD OF COMMISSIONERS
AGENDA**

**Regular Business Meeting Tuesday, May 14, 2019
13 Westley Street Community Room
7:00 PM**

CALL TO ORDER – Members present: Chair Stephen Carr Anderson, Brenda Kleschinsky, Rod Gay 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 April 9, 2019 as presented.

**Moved to approve by Kathleen Darcy and seconded by Brenda Kleschinsky.
Voted 4-0**

2. DIRECTOR'S REPORT

>Zero vacancies

>The maintenance staff has been working on routine work order and grounds work.

>The capital project at 301-303 Cross Street is in process, including: new siding, windows and electrical service.

3. TENANT'S OPEN FORUM

>Tenant Muriel Crumb reported her concern about outside bird feeders attracting mice and other rodents. Mr. Hurd concurred and advised the Board that for that reason he is considering a WHA policy that would preclude bird feeders on WHA property.

>Tenant Ellen LeMay reported that tenant caretakers continue to park in tenant spaces. Mr. Hurd said tenants will be able to call the tow company directly when this happens in the future.

> Tenant Ellen LeMay would like to see a spot-light shining on the flag. Mr. Hurd concurred and reported that adding a special spot-light will be done in the near future.

4. FINANCIALS

The Board reviewed and approved the Accounts Payable Warrant totaling \$55,544.36 for the period from April 1, 2019 through April 30, 2019.

**Moved to approve by Kathleen Darcy and seconded by Brenda Kleschinsky.
Voted 4-0**

The Board received and reviewed the gross figures for Payroll, Section 8 and FSS payables for the period from April 1, 2019 through April 30, 2019

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|----------------------|--------------|
| a. Payroll | \$19,573.37 |
| b. Section 8 Account | \$143,692.00 |
| c. FSS | \$5,069.00 |

5. SECTION 8 PROGRAM STATISTICS FOR APRIL 2019

136 VOUCHERS ACTIVE, 4 SEARCHING, 3 PENDING

**Moved to approve by Rod Gay and seconded by Brenda Kleschinsky.
Voted 4-0**

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6. **JULY 1, 2018 – MARCH 31, 2019 COST COMPARATIVE STATEMENTS**
Moved to approve by Kathleen Darcy and seconded by Brenda Kleschinsky.
Voted 4-0

7. **QUARTERLY OPERATING STATEMENTS ENDING MARCH 31, 2019**
Moved to approve by Brenda Kleschinsky and seconded by Kathleen Darcy.
Voted 4-0

8. **QUARTERLY MODERNIZATION REPORT ENDING MARCH 31, 2019**
Moved to approve by Brenda Kleschinsky and seconded by Kathleen Darcy.
Voted 4-0

9. **UPDATE ON THE PURCHASE 10 CHESTER STREET, WINCHESTER, MA**
Mr. Hurd informed the Board that the closing took place at 10 Chester Street and he is in the process of hiring engineering and preparing bid documents.

10. **NEW BUSINESS**

11. **COMMITTEE REPORTS**
 - a. WINCHESTER HOUSING PARTNERSHIP / AFFORDABLE HOUSING COMMITTEE
 - b. ENERGY CONSERVATION SUBCOMMITTEE
 - c. GROUP HOME SUBCOMMITTEE

12. **ADJOURNMENT**
Moved to adjourn at 8:45 PM by Brenda Kleschinsky seconded by Kathleen Darcy.
Voted 4-0