

**WINCHESTER HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
AGENDA**

**Minutes of Regular Business Meeting – August 8, 2017  
Palmer Street Community Room  
7:00 PM**

**CALL TO ORDER** – Members present: Vice Chair Richard Rohan, Rod Gay, Catherine Camp Boyle and Brenda Kleschinsky. Chair Stephen Carr Anderson 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 July 11, 2017 as presented.

**Moved to approve by Brenda Kleschinsky and seconded by Rodney Gay. Catherine Boyle abstained since she did not attend the July meeting.**

**Voted 3-0 with 1-abstention.**

**2. DIRECTOR'S REPORT**

Vacancy Report: Zero vacancies

Maintenance: On schedule. The annual unit inspections at Wesley and Palmer Streets were completed in July and August. The 705 family unit inspections are scheduled in late August.

Capital Projects: The ductless splits air handlers project is scheduled to start in late August. The sliding glass door project will be going out to bid in late September.

**3. TENANT'S OPEN FORUM**

Palmer Tenant President Ruba Gnanaratnam reported that number of items have been missing from the community room, including silverware, a sewing machine and a coffee maker. Mr. Hurd reported he was aware of it and is investigating.

**4. FINANCIALS**

The Board reviewed and approved the Accounts Payable Warrant totaling \$ 33,674.93 for the period from July 1, 2017 through July 31, 2017.

The Board received and reviewed the gross figures for Payroll, Section 8 and FSS payables for the period from July 1, 2017 through July 31, 2017.

- |                      |              |
|----------------------|--------------|
| a. Payroll           | \$19,890.92  |
| b. Section 8 Account | \$139,571.00 |
| c. FSS               | \$3991.00    |

**5. SECTION 8 PROGRAM STATISTICS FOR JULY 2017**

141 VOUCHERS ACTIVE, 3 SEARCHING

**6. JULY 1, 2016 – JUNE 30, 2017 COST COMPARATIVE STATEMENTS**

**Moved to approve by Brenda Kleschinsky and seconded by Catherine Boyle.**

**Voted 4-0**

**7. QUARTERLY OPERATING STATEMENTS YEAR ENDING JUNE 30, 2017**

**Moved to approve by Catherine Boyle and seconded by Rodney Gay.**

**Voted 4-0**

**OVER>>>>**

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**8. QUARTERLY MODERNIZATION REPORT YEAR ENDING JUNE 30, 2017**

Moved to approve by Catherine Boyle and seconded by Rodney Gay.

Voted 4-0

**9. COMMITTEE REPORTS**

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

**10. ADJOURNMENT**

Moved to adjourn at 8:45 PM by Brenda Kleschinsky and seconded by Rod Gay.

Voted 4-0