

WINCHESTER HOUSING AUTHORITY
BOARD OF COMMISSIONERS
Minutes of Regular Business Meeting – September 8, 2020
REMOTE PARTICIPATION
(Due to State of Emergency COVID-19)
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. ANNUAL ELECTION OF OFFICERS

Chairman Anderson stated he has served in this role for the past two years and would like to relinquish it to another Board member. Mr. Anderson requested nominations from the Board for Chairperson. There were no nominations made. Mr. Anderson reiterated his desire to pass the Chairperson position. He further stated that given the fact that no other Board member are able to assume this role at this time he would accept the nominated.

It was moved to nominate Stephen Anderson as Chairperson by Kathleen Darcy. The motion was seconded by Brenda Kleschinsky.

Voted 5-0

It was moved to nominate Rod Gay as Vice Chairperson by Catherine Boyle. The motion was seconded by Brenda Kleschinsky.

Voted 5-0

2. MINUTES

The Board reviewed and approved the Minutes of the Regular Meeting of August 18, 2020 as presented.

Moved to approve by Rod Gay and seconded by Brenda Kleschinsky. Catherine Boyle obtained having not been in attendance at the August meeting.

Voted 4-0

3. DIRECTOR'S REPORT

>Zero-unit vacancies

>The maintenance staff has been working on cleaning and disinfecting buildings, work orders, grounds maintenance and preparing fall and winter equipment for use.

> Jupiter Electric has begun the electrical panel upgrade at the Westley Street Complex this month with an expected completion by the end of September.

>Planning for the interior water pipe replacement project at Palmer Street is in process.

4. TENANT'S OPEN FORUM

No tenants were present.

5. FINANCIALS

The Board reviewed and approved the Accounts Payable Warrant totaling \$70,050.97 for the period from August 1, 2020 through August 31, 2020.

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

Voted 5-0

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

- a. Payroll \$22,035.98
- b. Section 8 Account \$173,421.00
- c. FSS \$5,862.00

6. SECTION-8 2021 FAIR MARKET RENTS

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

Voted 5-0

7. SECTION-8 PROGRAM STATISTICS FOR AUGUST 2020

141 VOUCHERS ACTIVE, 1 SEARCHING, 1 PENDING

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

Director Hurd reported that Marino Construction is making very good progress on the rehabilitation project at 10 Chester Street.

9. NEW BUSINESS

10. COMMITTEE REPORTS

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

11. ADJOURNMENT

Moved to adjourn at 8:05 PM by Catherine Boyle and seconded by Kathleen Darcy.

Voted 5-0