

**WINCHESTER HOUSING AUTHORITY  
BOARD OF COMMISSIONERS**

**Minutes of Regular Business Meeting – January 12, 2021**

**REMOTE PARTICIPATION**

(Due to State of Emergency COVID-19)

**7:00 PM**

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

**1. MINUTES**

The Board reviewed and approved the Minutes of the Regular Meeting of December 15, 2020 as presented.

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

**Voted 5-0**

**2. DIRECTOR’S REPORT**

>2-unit vacancies

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

> The engineering and planning is complete for the waterpipe replacement project at Palmer Street and should be ready to go out to bid in January.

> The Executive Director search is being performed by Consultant Leo Dauwer. Mr. Dauwer has advertised the position in various publications and would report back to the Board on the progress and next steps in the process at the next meeting.

**3. TENANT’S OPEN FORUM**

No comments made.

**4. FINANCIALS**

The Board reviewed and approved the Accounts Payable Warrant totaling \$153,161.28 for the period from December 1, 2020 through December 31, 2020.

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

**Voted 5-0**

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

a. Payroll	\$28,404.28
b. Section 8 Account	\$177,203.00
c. FSS	\$5,894.00

**5. COST COMPARATIVES JULY 1, 2020 THROUGH NOVEMBER 30, 2020**

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

**Voted 5-0**

**6. SECTION-8 PROGRAM STATISTICS FOR DECEMBER 2020**

142 VOUCHERS ACTIVE, 1 SEARCHING

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

**Voted 5-0**

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7. **CERTIFICATE OF SUBSTANTIAL COMPLETION JUPITER ELECTRIC PROJ #344034**  
Moved to approve by Kathleen Darcy and seconded by Brenda Kleschinsky.  
Voted 5-0

8. **COMMITTEE REPORTS**

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

9. **ADJOURNMENT**

Moved to approve by Brenda Kleschinsky and seconded by Rod Gay.  
Voted 5-0