

WINCHESTER HOUSING AUTHORITY

BOARD OF COMMISSIONERS

Minutes of Regular Meeting – May 9, 2023

REMOTE PARTICIPATION

(Due to State of Emergency COVID –19)

4:00 PM

CALL TO ORDER – Members present: Vice-Chair, Brenda Kleschinsky, Catherine Camp Boyle and June McInnis . Also present Executive Director Susan Cashell and Assistant Director Denise Lynch. Absent Mary Lou Bigelow.

1. MINUTES The Board reviewed and approved the Minutes of the Regular Board Meeting of April 11, 2023 as presented.

Moved to approve by June McInnis and seconded by Catherine Boyle. Voted 3-0.

2. DIRECTOR’S REPORT

Vacancy Report – None

Maintenance and Capital Projects:

- a) The maintenance staff has been busy with routine workorders, preparing units for turnovers and landscaping.

Main Street stair replacement has been completed. Two walk-in showers have been completed as reasonable accomadation requests.

3. TENANT’S OPEN FORUM

There were no tenants present.

James Harris Winchester resident sat in on the meeting.

4. FINANCIALS

The Board reviewed and approved the Accounts Payable Warrant totaling \$ 70,194.22 for the period from April 1, 2023 through April 30, 2023.

Moved to approve by Catherine Boyle and seconded by June McInnis. Voted 3–0.

The Board received and reviewed the gross figures of Payroll, Section 8 and FSS payables for the period of April 1, 2023 through April 30, 2023.

a. Payroll	\$ 23,118.26
b. Section 8 Account	\$ 202,524.00
c. FSS	\$ 5,074.00

5. SECTION-8 PROGRAM STATISTICS FOR APRIL 2023

The Board received and reviewed the Section 8 statistics for April 2023
142 Active.

6. REVIEW AND APPROVAL OF COST COMPARISON

The Board reviewed and approved the cost comparisons for period of July 1, 2022 through March 31, 2023.

Moved to approve by June McInnis and seconded by Catherine Boyle. Voted 3-0.

7. REVIEW AND APPROVAL OF QUARTERLY OPERATING STATEMENTS

The Board reviewed and approved the Quarterly Operating Statements ending March 31, 2023.

Moved to approve by Catherine Boyle and seconded by June McInnis. Voted 3-0.

8. REVIEW AND APPROVAL OF QUARTERLY MODERNIZATION STATEMENTS

The Board reviewed and approved the Quarterly Modernization Statements ending March 31, 2023.

Moved to approve by June McInnis and seconded by Catherine Boyle. Voted 3-0.

9. ELECTION OF OFFICERS

The Board nominated June McInnis for Chairperson.

Moved to approve by Catherine Boyle and seconded by June McInnis. Voted 3-0.

10. OTHER BUSINESS LEGALLY BEFORE THE BOARD

None

11. COMMITTEE REPORTS

- a) Housing for people with disabilities – Commissioner Boyle updated the Board on her meeting with Gail Neibaur, and asked if the housing authority could confirm the size of a bedroom needed for an SRO or PBV.

12. ADJOURNMENT

Moved to adjourn at 4:42 PM by Catherine Boyle and seconded by June McInnis. Voted 3-0.