

WINCHESTER HOUSING AUTHORITY

BOARD OF COMMISSIONERS

Minutes of Regular Business Meeting – May 11, 2021

REMOTE PARTICIPATION

(Due to State of Emergency COVID-19)

7:00 PM

CALL TO ORDER — Members present: Chair, Stephen Carr Anderson, Brenda Kleschinsky, Catherine Camp Boyle. Also present Executive Director Susan Cashell, and John W. Hurd

1. MINUTES The Board reviewed and approved the Minutes of the Regular Board Meeting of April 14, 2021 as presented.
Moved to approve by Catherine Boyle and seconded by Brenda Kleschinsky. Voted 3-0

2. DIRECTOR'S REPORT

>One unit vacancy

>The maintenance staff has been working on routine work orders, unit turnovers, and spring cleanup.

>The Sidewalk Replacement Project is currently underway at Westley Street.

>The Engineering for the Waterpipe Replacement Project has been upgraded to include the increase scope of work.

Chairman Anderson, asked if the waterpipe replacement project at Palmer and Westley Streets had gone out to bid. John Hurd explained that the size of the project had tripled as a result only Palmer Street will be done in this cycle. Additionally, there was a change in engineers that has added to the delay. He said he would follow up to report when the bid should be ready.

3. TENANT'S OPEN FORUM

There were no tenants or public present.

4. FINANCIALS

The Board reviewed and approved the Accounts Payable Warrant totaling \$81,024.27 the period from April 1, 2021 through April 30, 2021.

Moved to approve by Catherine Boyle and seconded by Brenda Kleschinsky. Voted 3-0

The Board received and reviewed the gross figures for Payroll, Section 8 and FSS payables for the period from April 1, 2021 through April 30, 2021

- a. Payroll \$ 28,542.14
- b. Section 8 Account \$179,299.00
- c. FSS \$ 5,443.00

5. COST COMPARATIVES JULY 1 2020 THROUGH MARCH 31,2021
Moved to approve by Catherine Boyle and seconded by Brenda Kleschinsky. Voted 3-0

6. SECTION-8 PROGRAM STATISTICS FOR APRIL 2021
141 VOUCHERS ACTIVE, 2 SEARCHING
Moved to approve by Catherine Boyle and seconded by Brenda Kleschinsky. Voted 3-0

7. QUARTERLY OPERATING STATEMENTS ENDING MACH 31,2021
Moved to approve by Catherine Boyle and seconded by Brenda Kleschinsky. Voted 3-0

8. QUARTERLY MODERNIZATION REPORT ENDING MARCH 31,2021
Moved to approve by Catherine Boyle and seconded by Brenda Kleschinsky. Voted 3-0

9. FRG CONTRACTING, ROOF (3) REPLACEMENT PROJECT #344043
CERTIFICATE OF FINAL COMPLETION AND PAYMENT -2
Moved to approve by Catherine Boyle and seconded by Brenda Kleschinsky. Voted 3-0

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

Commissioner Boyle discussed the conversation that she had with the Cooperative for Human Services, a Lexington MA based human services organization, with additional program space in Malden MA. She discussed possibly getting 2 units at Parkview, plus using our Main Street location for group homes, with monies coming from the Affordable Housing Trust fund. Chairman Anderson asked why not go directly to the selectmen, to which Ms. Boyle stated she believed that the selectmen have turned that over to the Trustees of the Affordable Housing Trust Fund. Chairman Anderson said that he would follow up and find out who were the trustees and how much money they are willing to fund.

11. ADJOURNMENT
Moved to adjourn at 7:40 PM by Catherine Boyle and seconded by Brenda Kleschinsky. Voted 3-0