

WINCHESTER HOUSING AUTHORITY

BOARD OF COMMISSIONERS

Minutes of Regular Meeting – June 13, 2023

REMOTE PARTICIPATION

(Due to State of Emergency COVID –19)

4:00 PM

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

1. MINUTES The Board reviewed and approved the Minutes of the Regular Board Meeting of May 9, 2023 as presented.

Moved to approve by Brenda Kleschinsky and seconded by Mary Lou Bigelow. Voted 4-0.

2. MINUTES The Board reviewed and approved the Minutes of the Special Joint Meeting held at town hall with the Board of Selectman of May 15, 2023 as presented.

Moved to approve by Mary Lou Bigelow and seconded by Brenda Kleschinsky. Voted 4-0.

3. DIRECTOR'S REPORT

Vacancy Report – None

Maintenance and Capital Projects:

- a) The maintenance staff has been busy with routine workorders and landscaping.
- b) The Landscaping Company completed spring clean up at both sites. The WHA hired a professional cleaning company to do a deep cleaning of all hallways.
- c) We are currently waiting for DHCD to complete the next steps in the two ARPA funded capital projects.

4. TENANT'S OPEN FORUM

No tenants were present.

5. FINANCIALS

The Board reviewed and approved the Accounts Payable Warrant totaling \$ 92,112.42 for the period from May 1, 2023 through May 31, 2023.

Moved to approve by Brenda Kleschinsky and seconded by James Harris. Voted 4–0.

The Board received and reviewed the gross figures of Payroll, Section 8 and FSS payables for the period of May 1, 2023 through May 31, 2023.

a. Payroll	\$ 24,399.88
b. Section 8 Account	\$ 203,137.00
c. FSS	\$ 7,018.00

6. SECTION-8 PROGRAM STATISTICS FOR MAY 2023

The Board received and reviewed the Section 8 statistics for May 2023
142 Active, 1 Port- in.

7. REVIEW AND APPROVAL OF COST COMPARISON July 1, 2022 through April 30, 2023

The Board reviewed and approved the cost comparisons for period of July 1, 2022 through April 30, 2023.

Moved to approve by Mary Lou Bigelow and seconded by Brenda Kleschinsky. Voted 4-0.

8. REVIEW AND APPROVAL OF CORI POLICY WITH FAIR HOUSING CONSIDERATIONS

The Board reviewed and approved the CORI Policy effective July 1,2023.

Moved to approve by Brenda Kleschinsky and seconded by Mary Lou Bigelow. Voted 4-0.

9. REVIEW AND APPROVAL OF NEW STATE INCOME LIMITS

The Board reviewed and approved to accept the new state income limits provided by DHCD.

Moved to approve by Mary Lou Bigelow and seconded by James Harris. Voted 4-0.

10. REVIEW AND APPROVAL OF PARKING POLICY FOR 51-53-55 PALMER STREET

The Board reviewed and approved the Parking Policy for 51-53-55 Palmer Street Complex

Moved to approve by Brenda Kleschinsky and seconded by June McInnis. Voted 5-0.

11. OTHER BUSINESS LEGALLY BEFORE THE BOARD

None

12. COMMITTEE REPORTS

a) Housing For People With Disabilities

13. ADJOURNMENT

Moved to adjourn at 4:36 PM by Brenda Kleschinsky and seconded by Mary Lou Harris. Voted 4-0.