



## WELLESLEY HOUSING AUTHORITY

109 Barton Road, Wellesley, Massachusetts 02481

### HOUSING AUTHORITY BOARD AGENDA

Online Remote Meeting

Thursday, March 28, 2024- 9:00 AM

<https://www.wellesleymedia.org/live-streaming.html>

View on TV on Comcast 8/Verizon 40

1. Roll Call
2. Citizen Speak
3. Approval of Minutes
  - a. January 25, 2024 [Resolution #2024-06](#)
  - b. February 29, 2024 [Resolution #2024-19](#)
  - c. March 19, 2024 [Resolution #2024-20](#)
4. Financial Reports
  - a. Approval of March Bill Payments/Warrant [Resolution #2024-21](#)
  - b. Monthly Financial Statements
    - i. **January** 2024 [Received and Place on file \(no approval needed\)](#)
5. TAR Report by Development (Tenant Accounts Receivable)
6. Executive Director Report
7. Chairperson Report
8. Committee Reports
  - a. Redevelopment Committee
  - b. Sustainability
9. New Business
  - a. Wellesley Housing Transition Plan Update
10. Other Business – Consideration of any matter unknown or which could not have been reasonably foreseen within 48 hours of this meeting.

### REMOTE MEETING PROTOCOL

The online meeting will also be streamed live on the above link and will be telecast live on Comcast channel 8 and Verizon channel 40. All residents seeking to participate shall call 781-489-7528 (Town Hall Conference Line 7528) and await the opportunity to speak. The board will ask if anyone would like to speak before the Board moves on to the next agenda item. While a person is waiting to speak, please place your phone on mute, so the meeting is not interrupted unintentionally.



## WELLESLEY HOUSING AUTHORITY

109 Barton Road, Wellesley, Massachusetts 02481

### Wellesley Housing Authority Board Meeting Meeting Minutes

Thursday, March 28 , 2024- 9:00am

**1. Roll Call.** The meeting was called to order at 9:04am with a roll call attendance with the following Commissioners present:

Odessa Sanchez, Chair  
Janice Coduri, Commissioner  
Maura Renzella, Commissioner  
Renee Spencer, Commissioner  
Lisa Heyison, Commissioner

Also Present: Jacqueline Sullivan- Executive Director

**2. Citizen Speak** – board did not receive any email requests to participate in Citizen Speak.

### **3. Approval of Minutes**

**a. January 25, 2024 Resolution #2024-06**

**b. February 29, 2024 Resolution #2024-19**

**c. March 9, 2024 Resolution ?**

Upon duly made motion by Commissioner Renzella and seconded by Commissioner Heyison, the minutes were approved by a roll call vote as follows:

Commissioner Renzella- Yes, Commissioner Coduri – Yes, Commissioner Spencer- Yes, Commissioner Heyison – Yes, Chair Sanchez- Yes

### **4. Financial Reports**

a) **Resolution #2024-21- Approval of the March Bill Payments/ Warrant pending review and approval by Treasurer Commissioner Heyison**

Upon a duly made motion by Commissioner Renzella and seconded by Commissioner Coduri, the resolution was approved by a roll call vote as follows:

Commissioner Renzella- Yes, Commissioner Coduri – Yes, Commissioner Heyison – Yes, Commissioner Spencer, Chair Sanchez- Yes

Commissioner Coduri raised the question if the warrant documents are automatically generated from the software because she noticed a discrepancy in bill numbers. The original motion was removed and Commissioner Coduri will send an email to E.D. Sullivan and Treasurer Heyison to review and clarify.

Motion carries.

## **b) Monthly Financial Statements**

### **i. January 2024 Received and Placed on file ( no approval needed)**

E. D. Sullivan states that for March, we are looking good financially at 31%, reserves. We had 3 pay periods and a slight rise in maintenance labor materials, and supplies. Sullivan explained this is typical for the beginning of the year.

February and March warrant should be ready by April meeting.

## **5. TAR Report (Tenant Accounts Receivable)**

received and placed on file (no approval required)

January had 100% payment rate of rent.

Repayments and payment agreements through the court have been successful.

## **6. Executive Director Report**

E.D. Sullivan told the board she plans to add a summary update to her future consultation reports as she transitions from her E.D. capacity. Sullivan also gave current updates on ongoing projects. Sullivan will most likely be working from home or on weekends during her time as consultant.

## **7. Chairperson Report**

Chair Sanchez reports she anticipates being busy with assisting WHA with the transition plan. On Friday March 29, Sanchez will hold a meeting with the entire Wellesley Housing Authority staff to share the current Transition Plan. Sanchez will communicate the plan to staff and give staff an opportunity to ask questions. Sanchez is also communicating with the community at large regarding our status. Sanchez gave a future meetings update, and explained we must temporarily halt live meetings while we're in a transitioning period.

## **8. Committee Reports:**

### **a) Redevelopment Committee**

Commissioner Renzella states the Redevelopment plans are being placed on the back burner but they are still looking forward. Commissioner Coduri asked the board members for their continued support. All agreed to pursue redevelopment discussions.

### **b) Sustainability**

Chair Sanchez reports the transition plan is the first priority right now. She noted some sustainable stakeholders in town are aware and understand that WHA is in a transitioning period that requires the main focus at this time.

## **9. New Business**

### **a) Wellesley Housing Transition Plan Update**

Commissioner Renzella gave an update on where we are with the Transition Plan. Renzella is glad Sanchez will meet with the staff and once we have a finalized agreement, the next steps should include informing the residents through community meetings. Renzella said resident meetings will be held to ensure the housing community is aware of any updates and offer opportunities to get feedback.

Renzella gave a run down on the proposal from Dedham Housing Authority to enter into a temporary management agreement with Wellesley Housing Authority. Renzella worked out specific terms to the Dedham proposal and shared them with the board. All members were invited to give their input and ask questions. The board had a robust discussion that covered staffing plans, responsibilities, office hours, and more. Renzella will keep us informed of the response from Dedham to our terms in the draft of the agreement.

#### **10. Other Business - none**

#### **11. Adjournment**

Upon a duly made motion by Commissioner Renzella and seconded by Commissioner Heyison, the meeting was voted unanimously with the following roll call vote to adjourn at 9:46 am: Commissioner Renzella— Yes, Commissioner Coduri – Yes, Commissioner Heyison – Yes, Commissioner Spencer, Chair Sanchez – Yes.