



WELLESLEY HOUSING AUTHORITY
109 Barton Road, Wellesley, Massachusetts 02481

Amended Agenda

Board Meeting Agenda

Thursday, November 30, 2023- 9:00 AM

Wellesley Police Department- Kingsbury Room

485 Washington Street, Wellesley, MA 02482

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

View on TV on Comcast 8/Verizon 40

1. Roll Call
2. Citizen Speak
3. Early Voting In-Person site at the Barton Road Community Room discussion with Town Clerk KC Kato
[Resolution #2023-69](#)
4. Approval of Minutes
 - a. September 28, 2023 [Resolution #2023-54](#)
 - b. October 26, 2023 [Resolution #2023-63](#)
5. Financial Reports
 - a. Approval of November Bill Payments/Warrant [Resolution #2023-64](#)
 - b. Monthly Financial Statements
 - i. October 2023 [Received and Place on file \(no approval needed\)](#)
6. TAR Report by Development (Tenant Accounts Receivable)
7. Executive Director Report [Received and Place on file \(no approval needed\)](#)
8. Chairperson Report
9. Committee Reports
 - a. Redevelopment
 - b. Sustainability
 - c. ED Contract
10. Resident Community Meeting Update
11. New Business
 - a. Approval of the contract between Wellesley Housing and EOHLC for the ARPA Earmark- 500,000.00- Electrical upgrades and other maintenance [Resolution #2023-65](#)
 - b. Approval of the contract between Wellesley Housing and EOHLC for the ARPA Earmark- 60,000.00- Stair replacement at 50 Waldo Court (Linden Street) [Resolution #2023-66](#)
 - c. Resident Meetings Discussion and plan for 2024 [Resolution #2023-67](#)
 - d. Mixed Population Award application approval for maintained funding [Resolution #2023-68](#)
 - e. Approval of FY23 Budget Revision [Resolution #2023-70](#)
 - f. **Approval of Amendment #10 to the Contract for Financial Assistance (CFA) 5001 in the amount of \$868,229.00. [Resolution #2023-71](#)**
 - g. **FISH#324105 enter into a contract with Favreau Forestry for Tree Removal and Stump Grinding at Barton Road in the amount of \$29,931.00. [Resolution #2023-72](#)**
12. Other Business – Consideration of any matter not known about, or which could not have been reasonably foreseen within 48 hours if this meeting.
13. Adjournment



WELLESLEY HOUSING AUTHORITY
109 Barton Road, Wellesley, Massachusetts 02481

Wellesley Housing Authority
Board Meeting Minutes
Wellesley Police Department- Kingsbury Room
Thursday, November 30th, 2023, 9:00am

1. Roll Call

The meeting was called to order at 9:01 with the following roll call vote of Commissioners:

Odessa Sanchez, Chairperson
Janice Coduri, Commissioner
Maura Renzella, Commissioner, Vice Chair
Lisa Heyison, Commissioner
Renee Spencer, Commissioner
Also Present: Jacqueline Sullivan, Executive Director and Ann-Mara Lanza, Select Board Liaison.

2. Citizen Speak – none

3. Early Voting in Person [Resolution #2023-69](#)

Early Voting on February 24, 2024, will be available at the Barton Road Community Room. Open to the public and offered for a 4 hour time period. Proposed time: 10:00-2:00pm. The site will have voter registration assistance provided by League of Women Voters Wellesley.

Upon duly made motion by Commissioner Coduri and seconded by Commissioner Heyison, the resolution was approved by a roll call vote as follows:
Commissioner Renzella- Yes, Commissioner Coduri – yes, Commissioner Heyison – yes, Commissioner Spencer- Yes, Chairperson Sanchez- Yes

4. Approval of Minutes

a) **[Resolution #2023-54- September 28, 2023](#)**

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

Commissioner Renzella- Yes, Commissioner Coduri – yes, Commissioner Heyison – yes,
Commissioner Spencer- Yes, Chairperson Sanchez- Yes

b) **[Resolution #2023-54- October 23, 2023](#)**

Tabled until December 2023 meeting.

5. Financial Reports

a) **[Resolution #2023-64- Approval of November Bill Payments/Warrant](#)**

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

Commissioner Renzella- Yes, Commissioner Coduri – yes, Commissioner Heyison – yes,
Commissioner Spencer- Yes, Chairperson Sanchez- Yes

b) **Monthly Financial Statement**



E.D. Sullivan discussed the reserves are at 37.9% which she described as still going strong.
Future spending anticipated will include refrigerators and supplies for turnovers.
October 2023 financial statements received and placed on file (no approval required)

6. TAR Report (Tenant Accounts Receivable)

received and placed on file (no approval required)

7. Executive Director Report

Received and placed on file.

New hire: Wanda Alvarez - RSC (Resident Service Coordinator) Position. A Community Social worker whose office will be at Barton Rd, but she will assist residents of all locations including 667(Elderly/ Disabled) units.

WHA is down to five vacancies.

WHA is doing The Mitten Giving Tree again for the 667 residents, to fulfill wishes for the holiday season.

8. Chairpersons Report- None

9. Committee Reports:

a) Redevelopment Committee

Commissioner Coduri said Margaret Moran of Cambridge Housing Authority prepared a proposal for consultation on redevelopment. Coduri and Renzella (redevelopment committee members) have read the proposal and are still awaiting a reply from Margaret Moran. Coduri will send another email, and E.D. Sullivan has offered leads to pursue.

b) Sustainability Committee

Commissioner Sanchez and Commissioner Heyison accepted the board's suggestion to share list of potential sustainable projects that the board members could examine. Subcommittee members will have to meet first and discuss the next steps.

c) Executive Director Contract Update

Commissioner Renzella gave an update on the E.D. Contract. All paperwork submitted to the EOHLHC. Paperwork was returned because the State and Federal share percentages were off, but the final salary amount does not change. Renzella will inquire about percentage calculation guidelines from the EOHLHC for next year.

10. Resident Community Meeting Update

Commissioner Coduri hosted a meeting at the WHA Weston Rd site. One resident attended and chatted with Coduri about possible bike rack installation and residential concerns of neighbors not leaving their apartment.

11. New Business

a) [Resolution #2023-65](#) Approval of the contract between Wellesley Housing Authority and EOHLHC for the ARPA Earmark- 500,000.00 - Electrical upgrades and other maintenance

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

Commissioner Renzella- Yes, Commissioner Coduri – yes, Commissioner Heyison – yes,
Commissioner Spencer- Yes, Chairperson Sanchez- Yes

b) [Resolution #2023-66](#) Approval of the contract between Wellesley Housing Authority and EOHLHC for the ARPA Earmark-60,000.00- Stair replacement at 50 Waldo Court (Linden Street)

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

Commissioner Renzella- Yes, Commissioner Coduri – yes, Commissioner Heyison – yes,
Commissioner Spencer- Yes, Chairperson Sanchez- Yes

c) Resident Meetings Discussion

Upon a duly made motion by Commissioner Renzella and seconded by Commissioner Heyison Motion was withdrawn as a vote was not necessary. Board discussed future scheduling adjustments for the next resident community meetings. The Board agreed the meetings could be held a few times per year, except for periods when a new policy is being announced. The board suggested the RSC attend some meetings if possible.

d) Resolution #2023-68 Mixed Population Award Application Approval for Maintained Funding

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

Commissioner Renzella- Yes, Commissioner Coduri – yes, Commissioner Heyison – yes,
Commissioner Spencer- Yes, Chairperson Sanchez- Yes

e) Resolution #2023-70 Approval of FY23 Budget Revision Resolution

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

Commissioner Renzella- Yes, Commissioner Coduri – yes, Commissioner Heyison – yes,
Commissioner Spencer- Yes, Chairperson Sanchez- Yes

f) Resolution #2023-71 Approval of Amendment #10 to the Contract for Financial Assistance (CFA) 5001 in the amount of \$ 868,229.00

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

Commissioner Renzella- Yes, Commissioner Coduri – yes, Commissioner Heyison – yes,
Commissioner Spencer- Yes, Chairperson Sanchez- Yes

g) Resolution #2023-72 FISH #324105 enter into a contract with Favreau Forestry for Tree Removal and Stump Grinding at Barton Road in the amount of \$29,931.00

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

Commissioner Renzella- Yes, Commissioner Coduri – yes, Commissioner Heyison – yes,
Commissioner Spencer- Yes, Chairperson Sanchez- Yes

12. Other Business- None

13. Adjournment

Upon a duly made motion by Commissioner Renzella and seconded by Commissioner Heyison, the meeting was voted unanimously to adjourn at 10:01 AM.