

Maura Renzella, Chairperson, State Appointee
Janice Coduri, Vice Chairperson
Lisa Heyison, Treasurer
Renee Spencer, Resident Board Member
Odessa Sanchez, Board Member



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Board Meeting Agenda

Thursday, December 18, 2025 – 9:00am

River Road Community Room – 41 River St, Wellesley, MA 02481

This is an in-person meeting.

1. Roll Call

2. Citizen Speak

3. Approval of Minutes

a. November 20, 2025

4. Financial Reports

- a. Approval of Bill Payments/Check Warrants
- b. Monthly/Quarterly Financial Statements – NOV 2025
- d. FY2026 Budget Discussion

5. TAR Report by Development (Tenant Accounts Receivable) 11/30/2025

6. Vacancy Report – 11/30/2025

7. Modernization Updates and CAP HUB Report

a. Update of Capital Projects

8. Executive Director's Report/ CHA District Manager's Report

a. Maintenance Personnel Update

9. Chairperson Report

- a. 2026 Board Goals
- b. Wellesley Affordable Housing Trust Update

10. Committee Reports (if any)

a. Status of CHA and WHA Management Agreement

12. Old Business

13. New Business

a. Property Insurance Program Participation Agreement

14. Other Business – Consideration of any matter not previously known, or which could not have been reasonably foreseen within 48 hours of this meeting

15. Adjournment



**Wellesley Housing Authority
Board Meeting Minutes
Thursday, November 20, 2025- 9:00 am
Weston Road Community Room
315 Weston Road, Wellesley, MA 02482**

1. Roll Call

Janice Coduri, Vice Chair
Lisa Heyison, Commissioner, Treasurer
Renee Spencer, Commissioner
Odessa Sanchez, Commissioner
Absent: Maura Renzella, Chair

Also Present: Alison Morneault- CHA/WHA, James Sullivan - WHA, Jennifer Healy – WHA

2. Citizen Speak- None.

3. Approval of Minutes

November 20, 2025 Regular Board Meeting Minutes

Motion: Odessa Sanchez, Second: Lisa Heyison

Vote : AYES: Janic Coduri, Lisa Heyison, Renee Spencer

PRESENT : Odessa Sanchez

Vote 3-0

4. Financial Reports

Bill Payment/Check Warrant Approval and Monthly Financial Statements

To approve the Bill Payments/Check Warrant in the amount of \$191,270.87

Motion: Odessa Sanchez, Second: Lisa Heyison

Unanimous

Vote 4-0

Monthly and Quarterly Financial Statements- November monthly financial statements. Staff reported that accounts remain on track through year-end and a truck will be purchased.

FY2026 Budget Discussion

The Board discussed when the FY2026 budget will be presented for review and consideration. Meeting with Kim Crow of Fenton, Ewald & Associates will be scheduled before the end of the year.

5. TAR Report by Development (Tenant Accounts Receivable) 11/30/2025

Mr. Sullivan presented the TAR report, totaling \$25,595.86 in Active arrears. There are active repayment agreements totaling \$110,105.44. There were no questions or concerns from the Board.



6. Vacancy Report – 11/30/2025

Mr. Sullivan reported that one unit has been leased. Scheduled painters and vacancies ready for lease-up were discussed. The Board discussed a January 15 target for unit turnovers and challenges related to vendor availability versus maintenance crew capacity.

7. Modernization Updates and CAP HUB Report

Updates were provided on the stair replacement punch list, bids for FISH #324102 and FISH #324114 beginning in the new year, and the status of the change orders for FISH #324115. Commissioner Coduri asked for an update on FISH #324107-the intercom replacement project. Mr. Sullivan explained that we had an electrician evaluate the existing conditions, and the electrician concluded that the scope would need to be expanded.

Vote to approve the lowest bidder for FISH #324102

Motion: Lisa Heyison, Second: Odessa Sanchez
Unanimous

Vote 4-0

8. Executive Director's Report/ CHA District Manager's Report

Ms. Morneault gave a staffing update. Alex Hamelin is serving in an interim capacity as the Maintenance Supervisor. The permanent Maintenance Supervisor position is being advertised, and Alex has been asked to apply. Commissioner Sanchez will participate in interviews.

9. Chairperson Report

Commissioner Coduri reported, on behalf of Chair Renzella, the 2026 board goals, and the Appointment of Maura Renzella in her capacity as a WHA Board Member to the Wellesley Affordable Housing Trust (WHAT) was discussed. Commissioner Sanchez mentioned the need for greater tenant-driven policies and questioned the availability of further WHA representation on the WAHT board.

10. Committee Reports (if any)

The signed CHA and WHA management agreement has not been received from EOHLC.

11. Old Business

12. New Business

2026 Board Meeting Schedule

Mr. Sullivan presented a proposed 2026 board meeting schedule for the board to review. This proposed schedule included proposed dates and times for resident meetings with new CHA staff.

Property Insurance Program Participation Agreement

To approve the Massachusetts State-Aided Property Insurance Program Participation Agreement.

Motion: Odessa Sanchez, Second: Lisa Heyison
Unanimous

Vote 4-0



13. Other Business – Consideration of any matter not previously known, or which could not have been reasonably foreseen within 48 hours of this meeting

14. Adjournment

Upon a duly made motion by Commissioner Sanchez and seconded by Commissioner Heyison, the motion to adjourn was passed unanimously by a voice vote at 9:38 AM.

Next Meeting: Thursday, January 15, 2026, at 9:00 AM at the Barton Road Community Center.

