

WELLESLEY HOUSING AUTHORITY
109 Barton Road, Wellesley, Massachusetts 02481

AMENDED AGENDA

HOUSING AUTHORITY BOARD AGENDA

Thursday, June 27, 2024- 7:00 PM

Online Remote

1. Roll Call
2. Citizen Speak
 - a. Any individual addressing the Board during Citizen Speak shall be limited to two minutes. Please email contact@wellesleyhousing.org to participate in Citizen Speak or to observe the meeting live and joining instructions will be sent.
3. Approval of Minutes
 - a. February 29, 2024 [Resolution #2024-19](#)
 - b. **March 28, 2024** [Resolution #2024-54](#)
 - c. April 25, 2024 [Resolution #2024-36](#)
 - d. May 23, 2024 [Resolution #2024-50](#)
 - e. June 12, 2024 [Resolution # 2024-51](#)
4. Financial Reports
 - a. Approval of June Bill Payments/Warrant [Resolution #2024-52](#)
 - b. Monthly Financial Statements
 - i. April 2024 ([Received and Place on file \(no approval needed\)](#))
 - ii. May 2024 ([Received and Place on file \(no approval needed\)](#))
5. TAR Report by Development (Tenant Accounts Receivable)
6. Chairperson Report
7. Consulting Report
8. Committee Reports
 - a. Redevelopment
 - b. Wellesley Housing Transition Plan
9. New Business
 - a. Approval of Change Order #1 for Project #324106, Siding Replacement Utility Rooms & Metal doors (667-2) [#2024-53](#)
 - b. Consulting transition plan
10. **Other Business – Consideration of any matter not known about, or which could not have been reasonably foreseen within 48 hours if this meeting.**
11. **Adjournment**



Wellesley Housing Authority
Board Meeting Minutes
Thursday, June 27, 2024- 7:00pm
Online Remote

1. Roll Call ~ The meeting was called to order at 7:06 with the following Commissioners present:

Odessa Sanchez, Chair
Janice Coduri, Commissioner
Maura Renzella, Commissioner, Vice Chair
Renee Spencer, Commissioner

Absent: Lisa Heyison, Commissioner

Also Present: Consultant Jacqueline Sullivan and Consultant Viviana Viera.

2. Citizen Speak – none

3. Approval of Minutes:

- a. Resolution #2024-19 February 29, 2024 Minutes.- Resolution Redacted to give board chance to review the recording of meeting.
- b. Resolution #2024-54 March 28, 2024 Meeting Minutes ~ Upon a duly made motion by Commissioner Coduri and seconded by Commissioner Spencer, the resolution was approved. Motion carries.

Roll Call vote:

Maura Renzella, Commissioner ~ Yes
Janice Coduri, Commissioner ~ Yes
Rene Spencer, Commissioner ~ Yes
Odessa Sanchez, Chair ~ Yes

- c. Resolution #2024-36 April 25, 2024 Meeting Minutes ~ Upon a duly made motion by Commissioner Renzella and seconded by Commissioner Coduri, the resolution was approved. Motion carries.

Roll Call vote:

Maura Renzella, Commissioner ~ Yes
Janice Coduri, Commissioner ~ Yes
Rene Spencer, Commissioner ~ Present
Odessa Sanchez, Chair ~ Yes



- d. Resolution #2024-50 May 23, 2024 Meeting Minutes ~ Upon a duly made motion by Commissioner Renzella and seconded by Commissioner Spencer, the resolution was approved. Motion carries.

Roll Call vote:

Maura Renzella, Commissioner ~ Yes

Janice Coduri, Commissioner ~ Yes

Rene Spencer, Commissioner ~ Yes

Odessa Sanchez, Chair ~ Yes

- e. Resolution #2024-51 June 12, 2024 Meeting Minutes ~ Upon a duly made motion by Commissioner Renzella and seconded by Commissioner Spencer, the resolution was approved. Motion carries.

Roll Call vote:

Maura Renzella, Commissioner ~ Yes

Janice Coduri, Commissioner ~ Yes

Rene Spencer, Commissioner ~ Yes

Odessa Sanchez, Chair ~ Yes

4. Financial Reports

- a. June Bill Payments/ Warrant Approval Resolution #2024- 52

Upon a duly made motion by Commissioner Renzella and seconded by Commissioner Spencer, the resolution was approved. Motion carries.

Roll Call vote:

Maura Renzella, Commissioner ~ Yes

Janice Coduri, Commissioner ~ Yes

Rene Spencer, Commissioner ~ Yes

Odessa Sanchez, Chair ~ Yes

- b. Monthly Financial Statements

- i. April 2024 Received and placed on file. (no approval required)

- ii. May 2024 Received and placed on file. (no approval required) Consultant Sullivan reports WHA Reserves are at about 37% and Maintenance Labor is up due to the amount of vacancies. CONTRACT costs up due to vacancies and CONSULTANTS costs come out of that line item.

- 5. **TAR Report by Development** (Tenant Accounts Receivable) ~ Read by Consultant Jacqueline Sullivan

6. Chairperson Report



Commissioner Sanchez states that her responsibilities continue to include assistance with housing authority communications and transitional plan duties. Searching for replacement options for staff shortage.

7. Consultant Report

Bookkeeping position has been posted and Taunton Housing is handling that listing. Vacancies and Bookkeeper position is a top priority.

8. Committee Reports

- a. Redevelopment Committee
- b. Wellesley Housing Transition Plan

Met on June 12 to consider the Watertown Housing Authority Management Agreement Proposal. Proposal was sent

9. New Business

- a. **Approval of Change Order #1 for Project #324106. Siding Replacement Utility Rooms & Metal doors (667-2) Resolution #2024-53.**

Upon a duly made motion by Commissioner Renzella and seconded by Commissioner Spencer, the resolution was approved. Motion carries.

Roll Call vote:

Maura Renzella, Commissioner ~ Yes
Janice Coduri, Commissioner ~ Yes
Rene Spencer, Commissioner ~ Yes
Odessa Sanchez, Chair ~ Yes

b. Consulting transitional plan.

Both Consultant Jacqueline Sullivan and Consultant Viviana Viera's term as consultants will end on July 31, 2024.

The board briefly discussed a backup plan, specifically having a payroll person as soon as possible. Board suggested having additional board meetings because we need more direction.

10. Other Business:

11. Adjournment

Upon a duly made motion by Commissioner Renzella and seconded by Commissioner Coduri, the meeting was adjourned at 8:24 pm with the following roll call vote:

Commissioner Renzella - yes
Commissioner Coduri - yes
Commissioner Spencer – yes



Wellesley Housing Authority

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Chair Sanchez - yes