

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



TEL: (781) 235-0223  
FAX: (781) 239-0802  
Wellesley-Housing.org  
contact@wellesleyhousing.org

## **Board Meeting Agenda**

**Thursday, November 20, 2025 – 9:00am**

**Barton Road Community Center – 315 Weston Road, Wellesley, MA 02481**

**This is an in-person meeting.**

### **1. Roll Call**

### **2. Citizen Speak**

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

a. October 16, 2025

### **4. Financial Reports**

a. Approval of Bill Payments/Check Warrants

b. Monthly/Quarterly Financial Statements – OCT 2025

c. Quarterly Mod Financial Statements – 3<sup>rd</sup> Quarterly Financial Statements

d. Initial FY2026 Budget Discussion

### **5. TAR Report by Development (Tenant Accounts Receivable) 10/31/2025**

### **6. Vacancy Report – 10/31/2025**

### **7. Modernization Updates and CAP HUB Report**

a. Update of Capital Projects

b. FISH #324115: Kitchen Exhaust Fan 667-2 Change Order

c. FISH #324113: Sidewalk Repairs 200-1 Certification of final completion

i.) Release of the 5% retainage (\$4,152)

### **8. Interim Executive Director's Report/ CHA District Manager's Report**

### **9. Chairperson Report (Maura)**

### **10. Committee Reports (if any)**

### **11. Resident Community Meeting Update**

a.) Beginning 2026

### **12. Old Business**



### **13. New Business**

#### A. ) Fair housing Documents

- i. Readoption of Fair Housing Marketing Plan
- ii. Readoption of Language Access Plan
- iii. Readoption of Reasonable Accommodation/Modification Policy
- iv. Adoption of Affirmative Action Goal Adoption
- v. Adoption of Language Access Plan - 4 Factor Analysis (Attachment A)

#### B.) 2026 Board Meetings – Change in Weekday

#### C.) Annual Town Report

**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**

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

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

**2. Citizen Speak- None.**

**3. Approval of Minutes**

**October 18, 2025 Regular Board Meeting Minutes**

**Motion: Janice Coduri, Second: Lisa Heyison**  
**Unanimous**

**Vote 4-0**

**4. Financial Reports**

**Bill Payment/Check Warrant Approval and Monthly Financial Statements**

To approve the Bill Payments/Check Warrant in the amount of \$202,272.43

**Motion: Janice Coduri, Second: Lisa Heyison**  
**Unanimous**

**Vote 4-0**

**Monthly and Quarterly Financial Statements-** October monthly financial statements. Questions were raised about the status of the reserves, and purchasing a truck before the end of the year.

**Initial FY2026 Budget Discussion**

The timing of budget preparation and submittal was discussed. Meeting with Kim Crow of Fenton, Ewald & Associates will be scheduled for later in the year.

**5. TAR Report by Development (Tenant Accounts Receivable) 10/31/2025**

Mr. Sullivan presented the TAR report, totaling \$26,700.16 in Active arrears. There are active repayment agreements with balances totaling \$78,915.06 in place. Commissioner Coduri noted that the balance increased by \$1,000. Jay Prosnitz, Wellesley Advisory Board Liaison, joined the meeting at 9:07.



## **6. Vacancy Report – 10/31/2025**

Mr. Sullivan reported that there are currently 16 vacancies. There are varying reasons, including overhoused/underhoused transfers pending, Reasonable accommodation requests pending, and the Waldo Court hold for construction units. Josef Taylor, the new Assistant Housing Manager, was applauded for his quick learning and progress on screening new applicants. Commissioner Renzella raised concerns about the length of the Waldo Court construction project.

## **7. Modernization Updates and CAP HUB Report**

### **Updated List of Projects status provided.**

#### **Morton Circle Door replacement status**

Mr. Sullivan reported that the work is set to begin in early 2026.

#### **Morton Circle Electrical Upgrades**

Mr. Sullivan reported that project #324102 went out to bid.

#### **FISH #324115: Kitchen Exhaust Fan 667-2 Change Order**

A kitchen exhaust change order was submitted to EOHLC for review due to an expanded scope and a significant cost increase.

#### **FISH #324113: Sidewalk Repairs 200-1 Certification of final completion**

Vote to approve the certification of final completion and release of 5% retainage in the amount of \$4,152.

**Motion: Lisa Heyison, Second: Janice Coduri**

**Unanimous**

**Vote 4-0**

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

Introductory community meetings will begin in 2026. Commissioner Heyison asked for clarification on staffing updates and hours.

## **9. Chairperson Report**

Commissioner Renzella reported that she has accepted a new position as a citizen on the Wellesley Affordable Housing Trust, not as a representative of the housing authority board. The WAHT has expressed interest in redeveloping Barton Road. Commissioners Renzella and Coduri discussed bringing additional policies to the board for review starting in 2026. There was also a discussion about changing the board meeting date, but we could not align all schedules.

## **10. Committee Reports (if any)**

## **11. Resident Community Meeting Update**

Beginning 2026.

**12. Old Business****13. New Business****Fair Housing Documents**

Mr. Sullivan presented that these documents needed to be readopted by the board. Commissioner Coduri noted that they were initially adopted in 2022. Commissioner Renzella requested that board members submit their comments or changes for review for 2026.

**Annual Town Report**

Mr. Sullivan reported that the annual town report was submitted to the Town of Wellesley, highlighting some capital improvements that took place during the town's previous fiscal year. These improvements included replacing the sidewalks on Barton Road and Morton Circle, replacing water heaters, and replacing utility room siding at Washington St.

**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**

Upon a duly made motion by Commissioner Heyison and seconded by Commissioner Coduri, the motion to adjourn was passed unanimously by a voice vote at 9:32 AM.

**Next Meeting:** Thursday, December 18, 2025, at 9:00 AM at the River Street Community Center.