

**Wellesley Housing Authority
Board Meeting Minutes
Thursday, January 15, 2026- 9:00 am
Barton Road Community Room
109 Barton Road, Wellesley, MA 02482**

1. Roll Call

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

Also Present: Kevin Baraga- CHA, Karrie Canavan- CHA, Alison Morneault- CHA/WHA,
James Sullivan - WHA, Jennifer Healy – WHA

2. Citizen Speak- None.

3. Approval of Minutes

December 18, 2025 Regular Board Meeting Minutes

Motion: Lisa Heyison, Second: Odessa Sanchez

Vote : AYES: Janice Coduri, Lisa Heyison, Renee Spencer, Odessa Sanchez

PRESENT : Maura Renzella

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 \$383,114.94. Discussion centered on accrued management fees, payment for the purchase of a new maintenance truck, and a higher-than-average gas bill. Commissioner Sanchez also asked about the frequency of DOT physicals.

Motion: Lisa Heyison, Second: Odessa Sanchez

Unanimous

Vote 5-0

Year-End Financial Statements- Year-end financials will be available for February’s board meeting.

FY2026 Budget Discussion

The Board discussed when the FY2026 budget will be presented for review and consideration. A draft of the budget is being reviewed for any adjustments or changes.

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

Mr. Sullivan presented the TAR report, totaling \$32,440.70 in active arrears. There are active repayment agreements totaling \$74,829.66. Commissioner Renzella asked about the rent collection policy and whether it is being consistently followed. Mr. Sullivan responded that for





the most part, delinquency exceeding two months results in the issuance of a Notice to Quit. Mr. Sullivan stressed the importance of communicating with the office. If there are extenuating circumstances, WHA may use its discretion.

6. Vacancy Report – 11/30/2025

Mr. Sullivan reported that vacancies have decreased by a net total of one. One vacancy was added at Weston Rd, and an offer was declined at Barton Rd. Four vacant units have been made maintenance-ready since the December board meeting. The meeting was paused at 9:13 AM due to a technical issue, and reconvened at 9:19 AM. Commissioner Renzella applauded Alex Hamelin, Maintenance Supervisor, for his efforts to get WHA unit turnovers back on track. Josef Taylor was also recognized for his hard work in leasing new units.

7. Modernization Updates and CAP HUB Report

Updates were provided on progress for ongoing capital projects. There should be no further delay in delivering the doors for Project #324114. Commissioner Renzella raised questions about ARPA funding associated with Project 324102. Project 324114 has been identified as ARPA-funded. There is a reconciliation difference between WHA and EOHLCD regarding reported expenditures. Colder weather is preventing the contractor from completing the punch-list at 50 Linden St.

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

The 2026 board goals were presented once again. There was no additional input beyond last month’s conversation.

Motion: Lisa Heyison, Second: Odessa Sanchez
Unanimous

Vote 5-0

10. Committee Reports (if any)

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

11. Old Business

WHA & WMLP Memorandum of Understanding

This MOU codifies the agreement between the WHA and WMLP to prevent shutoffs of family units. The draft will be reviewed by WHA’s attorney.

12. New Business

Agreement for the Administration of the WHA Section 8 HCV Program by the Dedham Housing Authority





There was no discussion on the extension of this contract. The terms remain the same for another two-year contract.

Motion: Lisa Heyison, Second: Odessa Sanchez
Unanimous

Vote 5-0

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 Heyison and seconded by Commissioner Sanchez, the motion to adjourn was passed unanimously by a voice vote at 9:30 AM.

Next Meeting: Thursday, January 26, 2026, at 9:00 AM at the Washington Street Community Center.

