

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



WELLESLEY HOUSING AUTHORITY
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Board Meeting Agenda
Thursday, February 26, 2026 – 9:00am
Washington Street Community Room – 503 Washington Street, Wellesley, MA 02482
This is an in-person meeting.

1. Roll Call

2. Citizen Speak

3. Approval of Minutes

- a. January 15, 2026

4. Financial Reports

- a. Approval of Bill Payments/Check Warrants
- b. Year-End Financials- FY25
- c. Budget Meeting with Kim Crow of Fenton, Ewald & Associates

5. TAR Report (Tenant Accounts Receivable) 1/31/2026

6. Vacancy Report – 2/20/26

7. Modernization Updates and CAP HUB Report

- a. Update of Capital Projects
- b. Fish #324115: Kitchen Exhaust Fan 667-2 Proposed Change Order Approvals
 - i. PCO-2
 - ii. PCO-4

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

9. Chairperson Report

10. Committee Reports (if any)

- a. Status of CHA and WHA Management Agreement

11. Old Business

- a. WHA & WMLP Memorandum of Understanding

12. New Business

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



**Wellesley Housing Authority
Board Meeting Minutes
Thursday, February 26, 2026- 9:00 am
Washington St Community Room
503 Washington St, Wellesley, MA 02482**

1. Roll Call

The meeting was called to order at 9:01 AM

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

January 15, 2026 Regular Board Meeting Minutes

**Motion: Lisa Heyison, Second: Odessa Sanchez
Unanimous**

Vote 5-0

4. Financial Reports

Bill Payment/Check Warrant Approval and Monthly Financial Statements

To approve the Bill Payments/Check Warrant in the amount of \$289,867.15.

**Motion: Lisa Heyison, Second: Renee Spencer
Unanimous**

Vote 5-0

Year-End Financial Statements FY 25

Kim Crow presented that the WHA finished the year at a reserve level of 55.4%. Commissioner Coduri asked about the ideal reserve level. Mr. Sullivan mentioned that the purchase of a new truck was included in the year end financials.

**Motion: Lisa Heyison, Second: Odessa Sanchez
Unanimous**

Vote 5-0

Budget Meeting with Kim Crow of Fenton, Ewald & Associates

Kim Crow of Fenton, Ewald & Associates, presented the FY2026 budget. Ms. Crow explained that, unlike in prior years, the proposed budget relies on reserves across both programs to maintain operations. The Board reviewed program-specific impacts. For Program 4001, the budget reflects a projected deficit



of \$9,764. This figure includes a placeholder assumption of an additional \$100,000 in subsidy from EOHLC, which Cambridge Housing Authority anticipates may be awarded but has not yet been confirmed. For the Housing Choice Voucher (HCV) program, the budget projects a \$7,564 deficit, which accounts for approximately 50 percent of the program's available reserves. The use of reserves was discussed in greater detail, with the proposed budget reducing reserve levels from approximately 55 percent to 46 percent.

The Board also discussed salary-related impacts within the budget. Questions were raised about increases in administrative costs and whether Alison Morneault's salary is, or should be, included in the management fee structure. Ms. Crow further advised the Board, based on her professional experience, that she has not seen an approved budget that includes a management fee and an Executive Director salary line. She also noted that she has not seen an anticipated subsidy supplementation included in an approved budget. Based on these factors and the outstanding uncertainties, Ms. Crow advised that she did not believe EOHLC would approve the budget as it stands.

Kevin Braga of the Cambridge Housing Authority reported that CHA has been in communication with EOHLC regarding both a potential increase in subsidy and the status of the management agreement. At the time of the meeting, these items remained pending and were identified as key variables affecting the final budget.

Additional discussion focused on the implications of delaying budget approval. Commissioner Coduri raised concerns that staff would not receive salary increases until a budget is formally approved. The status of the CHA management agreement was discussed, including whether EOHLC's requested changes have been incorporated. It was noted that the agreement has not yet been finalized, contributing to overall uncertainty in the budget. Commissioner Sanchez noted discomfort in voting on a budget with significant unknowns and indicated a preference to wait until a finalized agreement is received. Chair Renzella agreed that it would be prudent to wait for further clarification from EOHLC and Cambridge Housing Authority before taking action.

A motion to approve the FY2026 budget was introduced but subsequently withdrawn. The Board agreed to defer action until additional information is received and the financial assumptions can be confirmed.

5. TAR Report by Development (Tenant Accounts Receivable) 1/31/2026

Mr. Sullivan provided an update and noted that the report reflects trends similar to those of the prior month.

6. Vacancy Report – 2/20/2026

Mr. Sullivan reported that there are five pending offers for vacant units, but further vacancies are expected in the near future.

7. Modernization Updates and CAP HUB Report

a. Update of Capital Projects

Updates were provided on ongoing capital projects. The door replacement project has received materials, and installation is expected to take approximately 30 days. Electrical upgrade work is expected to begin in early summer following execution of the contractor agreement. At Weston Road, architectural challenges related to the parking lot's slope were discussed, and summer construction was identified as the preferred timeline. Additionally, a proposed Eagle Scout project to improve a barren hillside was presented.

b. Fish #324115: Kitchen Exhaust Fan 667-2 Proposed Change Order Approvals

i. PCO-2

Motion: Lisa Heyison, Second: Odessa Sanchez

Unanimous

Vote 5-0

ii. PCO-4

Motion: Lisa Heyison, Second: Odessa Sanchez

Unanimous

Vote 5-0

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

Ms. Morneault informed that Alex Hamelin has officially been promoted to the permanent Maintenance Supervisor position.

9. Chairperson Report

Chair Renzella provided updates on the Barton Road redevelopment project in coordination with the Affordable Housing Trust, as well as the ongoing Cedar Street project study.

10. Committee Reports (if any)

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

11. Old Business

WHA & WMLP Memorandum of Understanding

This MOU codifies the agreement between the WHA and WMLP to prevent shutoffs of family units.

Motion: Lisa Heyison, Second: Odessa Sanchez

Unanimous

Vote 5-0

12. New Business

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 9:58 AM.

Next Meeting: Thursday, March 19, 2026, at 9:00 AM at the Barton Road Community Room.