

**Wellesley Housing Authority
Board Meeting Minutes
Thursday, May 21, 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: James Sullivan WHA, Alison Morneault CHA, Jennifer Healy WHA, Kevin Braga CHA (Zoom)

2. Annual Meeting of the Wellesley Housing Authority

Chairperson

Motion: Lisa Heyison moved to re-elect Maura Renzella as Chairperson.

Second: Odessa Sanchez

Unanimous

Vote 5-0

Vice Chairperson

Motion: Odessa Sanchez moved to re-elect Janice Coduri as Vice Chairperson.

Second: Renee Spencer

Unanimous

Vote 5-0

Treasurer

Motion: Odessa Sanchez moved to re-elect Lisa Heyison as Treasurer.

Second: Renee Spencer

Unanimous

Vote 5-0

The Annual Meeting was adjourned at 9:09 a.m.

3. Regular Board Meeting

Chairperson Renzella called the Regular Meeting to order at 9:09 a.m.

4. Citizen Speak

5. Approval of Minutes

April 16, 2026 Regular Board Meeting Minutes

Motion: Odessa Sanchez, **Second:** Renee Spencer

Unanimous

Vote 5-0



6. Financial Reports

Bill Payment/Check Warrant Approval and Monthly Financial Statements

Motion: Lisa Heyison, Second: Odessa Sanchez

Unanimous

Vote 5-0

Monthly/Quarterly Financial Statements – April 2026

The Board reviewed the April 2026 financial statements. Discussion included anticipated management fees, maintenance labor expenses, and the financial impact of vacancies.

7. TAR Report by Development (Tenant Accounts Receivable) 4/30/2026

Mr. Sullivan reported that TAR is stable.

8. Vacancy Report – 4/30/2026

Mr. Sullivan reported fourteen vacant units. Six units had been completed and made available to lease up since the previous Board meeting.

The Board recessed at 9:15 a.m.

The meeting reconvened at 9:24 a.m.

Mr. Sullivan reported that the maintenance team had successfully turned over approximately 17 units since the maintenance supervisor transition.

9. Modernization Updates and CAP HUB Report

Mr. Sullivan provided updates on ongoing capital projects. The River St and Weston Rd exhaust project scope has been completed. Tree trimming at Barton Road had been advertised and bids were being reviewed. Residents would be notified prior to work commencing and informed of the reasons for the tree removals. Emergency plumbing repairs at Washington Street were completed following the failure of a cracked pipe. The Weston Road paving project was discussed. Board members emphasized the importance of completing the work during the summer construction season due to parking constraints. Commissioner Renzella complimented the appearance of the recently completed Morton Circle door replacement project.

Certification of Substantial Completion – Linden Front Entry Steps (FISH #324101)

Motion: Lisa Heyison, Second: Odessa Sanchez

Unanimous

Vote 5-0

FISH #324120 – Tree Removal and Trimming

Motion: Lisa Heyison moved to approve the lowest bidder for the Tree Removal project in the amount of \$19,800.

Second: Odessa Sanchez.

Unanimous

Vote 5-0

CIP Revisions

FISH #324125 – Emergency Plumbing Repair, 507 Washington Street

Mr. Sullivan reviewed the emergency plumbing repair project. Due to the emergency nature of the work, Board approval was not required prior to commencement.

FISH #324126 – Force Account Units

Mr. Sullivan reported that force account funding would be used to turn over two vacant units.

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

Ms. Morneault reported that the Barton Road playground had been closed due to unsafe conditions identified during an inspection. Management has been in contact with both the contractor that originally installed the playground and the original donor that funded the project to discuss necessary repairs and potential funding options. WHA will continue working with all parties to restore the playground to a safe and usable condition as quickly as possible.

11. Chairperson Report

Wellesley Affordable Housing Trust

Chairperson Renzella reminded members of the Affordable Housing Trust workshop scheduled for May 27. Members were encouraged to attend as discussions would include the Town's housing planning efforts.

12. Committee Reports (if any)

13. Old Business

FY2026 Budget Update

No significant updates were reported.

Status of WHA/CHA Management Agreement

Mr. Sullivan reported that there had been no significant developments regarding the management agreement with Cambridge Housing Authority, although ongoing discussions with Cambridge and EOHLIC continue. Chair Renzella suggested scheduling a joint meeting with Cambridge Housing Authority and EOHLIC if no progress is made before the next meeting. The Board agreed.

WHA By-Laws Review

The Board agreed to continue reviewing the draft and anticipated taking action at the June meeting.

WMLP Memorandum of Understanding

Mr. Sullivan reported that the memorandum had been officially signed by both parties.

14. New Business

Approval of Accounting Services Contract

Mr. Sullivan presented the proposed accounting services contract with Fenton, Ewald & Associates.

Motion: Odessa Sanchez, Second: Lisa Heyison



Unanimous

Vote 5-0

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

16. 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 9:47 AM.

Next Meeting: Thursday, June 18, 2026, at 9:00 AM at the River Street Community Center.

