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WELLESLEY HOUSING AUTHORITY
109 Barton Road, Wellesley, Massachusetts 02481

Board Meeting Agenda
Thursday, June 18, 2026 – 9:00 am
River St Community Room – 41 River St, Wellesley, MA 02481
This is an in-person meeting.

1. **Roll Call**
2. **Citizen Speak**
3. **Approval of Minutes**
    a. May 21, 2026
    b. May 27, 2026
4. **Financial Reports**
    a. Approval of Bill Payments/Check Warrants
    b. Monthly/Quarterly Financial Statements – May 2026
5. **TAR Report by Development (Tenant Accounts Receivable) 5/31/2026**
6. **Vacancy Report – 6/15/26**
7. **Modernization Updates and CAP HUB Report**
    a. Update of Capital Projects
        i. CPC Security Upgrade Presentation
8. **Executive Director's Report/ CHA District Manager's Report**
    a. Barton Road Playground Update
    b. Personnel Policy
9. **Committee Reports (if any)**
10. **Old Business**
    a. FY 2026 Budget
    b. Status of WHA/CHA Management Agreement
    c. WHA By-Laws Review
11. **New Business**
    a. Proposed MOU with DPW
    b. Camera Policy Draft
12. **Other Business** – Consideration of any matter not previously known, or which could not have been reasonably foreseen within 48 hours of this meeting
13. **Adjournment**

Wellesley Housing Authority
Board Meeting Minutes
Thursday, June 18, 2026- 9:00 am
River St Community Room
41 River St, Wellesley, MA 02481

1. Roll Call

Maura Renzella, Chair
Renee Spencer, Commissioner
Odessa Sanchez, Commissioner

Also Present: James Sullivan WHA, Alison Morneault CHA, Jennifer Healy WHA, Kevin Braga CHA (Zoom)

Chairperson Renzella called the meeting to order at 9:11 a.m.

2. Citizen Speak

3. Approval of Minutes

May 21, 2026 Regular Board Meeting Minutes and May 27, 2026 Special Board Meeting Minutes

Motion: Odessa Sanchez, Second: Renee Spencer
Unanimous **Vote 3-0**

4. Financial Reports

Bill Payment/Check Warrant Approval and Monthly Financial Statements

Motion: Odessa Sanchez, Second: Renee Spencer
Unanimous **Vote 3-0**

Monthly/Quarterly Financial Statements – May 2026

The Board reviewed the May 2026 financial statements. Discussion included the use of the previously proposed budget and unfavorable maintenance labor variances associated with turnovers of vacant units.

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

The Board discussed enforcement options when tenants fail to comply with repayment agreements, including motions for execution and temporary stays to allow residents to seek RAFT assistance. Members also discussed coordinating with social workers before pursuing legal action. Mr. Sullivan noted that multiple notices and opportunities are provided before an eviction proceeds.

6. Vacancy Report – 6/15/2026

Mr. Sullivan reported ten vacant units. All maintenance-ready units had active offers, and additional units were expected to come off the vacancy list. The Board discussed providing incoming residents with information about local transportation and community resources and involving social workers where appropriate.

7. Modernization Updates and CAP HUB Report

Mr. Sullivan provided updates on ongoing capital projects. The door replacement project was in the punch-list phase. The engineer had reviewed the bathroom exhaust fan project and was preparing a revised design. The force account units were expected to be completed by the end of the month. Parking arrangements for the Weston Road paving project were also discussed.

CPC Security Upgrade Presentation

Mr. Sullivan presented the proposed security upgrade project, including cameras and electronic access control at WHA developments. Discussion focused on priority locations, resident privacy, emergency and maintenance access, requests for recorded footage, audio recording, and the potential benefits of key-fob access for elderly and disabled residents. The Board requested a full discussion with all members present before the proposal is presented to the Community Preservation Committee. Further consideration was postponed.

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

Barton Road Playground Update

Ms. Morneault reported that repairs were expected to be completed in the near future. The need for a fence was also discussed.

Personnel Policy

The Board reviewed the draft personnel policy. Staff were asked to submit comments and proposed edits to Chairperson Renzella by July 10. The matter will be discussed at a future meeting.

9. Committee Reports (if any)

Wellesley Affordable Housing Trust

Chairperson Renzella reported on the Affordable Housing Trust five-year planning meeting attended by Commissioners Renzella, Coduri, Spencer, and Sanchez, and Mr. Sullivan. The importance of continued coordination between WHA and the Trust was discussed. A joint Board meeting was suggested, and Chairperson Renzella will circulate an invitation for a special meeting.

The Board recessed at 9:40 a.m. due to technical issues.

The meeting reconvened at 9:48 a.m.

10. Old Business

FY 2026 Budget

The Board discussed the FY2026 budget and the absence of final EOHLC approval of the WHA/CHA Management Agreement. Chairperson Renzella recommended submitting the budget and making any necessary adjustments after further discussions concerning compensation for on-site staff and the management agreement. The Board emphasized that WHA's financial viability must remain a priority.

Motion: Odessa Sanchez, Second: Renee Spencer
Unanimous **Vote 3-0**

Status of WHA/CHA Management Agreement

Chairperson Renzella reported that EOHLC had declined to approve the management agreement. EOHLC suggested that WHA and CHA go back to the negotiating table. CHA and WHA will continue discussions regarding the agreement, including compensation for on-site staff and WHA's financial viability.

WHA By-Laws Review

The Board postponed consideration of the draft by-laws until the full Board could participate.

11. New Business

Proposed MOU with DPW

The Board reviewed the proposed memorandum regarding Barton Road playground maintenance. Discussion included responsibility for ongoing upkeep and confirmation that the original funder was supportive. A final draft will be presented for approval at a future meeting.

Camera Policy Draft

The Board reviewed the first draft of the camera policy. Discussion included the relationship to the proposed security project, community room access, camera and audio operation, required signage, resident privacy, access to recorded footage, and legal review. Members also discussed the use of the community room outside regular business hours.

Motion: Odessa Sanchez moved to approve the installation of an audio and video pilot system before the camera policy is finalized.
Second: Renee Spencer
Unanimous **Vote 3-0**

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

13. Adjournment

Upon a duly made motion by Commissioner Sanchez and seconded by Commissioner Spencer, the motion to adjourn was passed unanimously by a voice vote at 10:16 AM.

Next Meeting: Thursday, July 16, 2026, at 7:00 PM via Zoom.