



Wellesley Housing Authority

109 Barton Road Wellesley, Massachusetts 02481

(781) 235-0223 • Fax (781) 239-0802 • jsullivan@wellesleyhousing.org • Wellesley-Housing.org



Wellesley Housing Authority Board Meeting Online Remote Meeting Agenda Friday, March 4, 2022 – 8:30 AM <https://www.wellesleymedia.org/live-streaming.html>

1. Roll Call
2. Citizen Speak
3. Executive Director Update
4. Chairperson Report
5. Committee Reports
 - a. Community Updates
 - b. Redevelopment Committee
 - c. Sustainability Committee
6. Old Business
 - a. **Discussion:** Signatories on the Wellesley Housing Authority bank account
 - b. **Discussion:** Third Reading- Protocols for citizens speak
 - c. **Discussion:** 2022 Board Goals
7. New Business
 - a. **Discussion:** Automatic Laundry Proposal
 - b. **Discussion:** Policy procedures moving forward
8. Other Business – Consideration of any matter not known about, or which could not have been reasonably foreseen within 48 hours of this meeting.
9. **Roll Call to Enter Executive Session**
 - Executive Session under M.G.L. c. 30A, §21(A), exemption #3- to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.
10. Adjournment

REMOTE MEETING PROTOCOL

The online meeting will also be streaming live on above link and will be telecast live on Comcast channel 8 and Verizon channel 40. All residents seeking to participate shall call into 781-489-7528 (Town Hall Conference Line 7528) and await the opportunity to speak. The board will ask if anyone would like to speak before the Board moves on to the next agenda item. While a person is waiting to speak, please place your phone on mute, so the meeting is not interrupted unintentionally.



Wellesley Housing Authority
Special Board Meeting Minutes
Minutes of Friday March 4, 2022

1. Roll Call

PRESENT

Janice Coduri, Chair

Maura Renzella, Commissioner

Odessa Sanchez, Commissioner

Sara Sierra, Commissioner

ABSENT

Stephanie Kim Kadohata, Commissioner

The Chair welcomed the Select Board appointee Sara Sierra to the Board.

2. Citizen Speak – None

3. Executive Director Update

ED Sullivan updated the Board on the damage to the stairs at the Linden Street property. Damage will be repaired through insurance. Existing stair issues that are deemed critical and will be fixed this year either with WHA capital dollars or ARPA funds.

4. Chairperson report

The Chair verified with the Board what information they have been receiving from DHCD.

5. Committee reports

a. Community Updates

Commissioner Renzella spoke of possible Eagle Scout projects benefitting the WHA. She is planning to have Scouts explain projects to the Board remotely.

She also spoke of the “Nourishing Wellesley” program that began last year and has continued this year. Money has been allocated to pay local restaurants to prepare meals that are distributed at WHA sites.

6. Old Business

a. Discussion on signatories on the WHA bank account

The Board continued a discussion from the previous meeting on how many signatories should be on the WHA bank account (in addition to the ED). Various opinions were expressed. Commissioner Sanchez moved (resolution 2022-23) that “we consider having 5 signatures on the bank account”. The motion was not seconded. Commissioner Renzella then moved (resolution 2022-23) “to approve the ED, Chair, Treasurer and Assistant Treasurer as the signatories on the WHA bank account”. Commissioner Sanchez seconded this motion. There was further discussion and clarification on the difference between the signatories on the account and the signatures on the warrant. The roll call vote was:

Commissioner Sierra, yes

Commissioner Renzella, yes

Commissioner Sanchez, yes

Commissioner Coduri, yes.

b. Citizen Speak – Third Reading

The Chair explained two changes proposed by Town Counsel. After a discussion, Commissioner Renzella moved resolution 2022-25 and Commissioner Sanchez seconded a motion “for the WHA to accept the protocols for Citizen Speak as specified in the document.” The roll call vote was:



Commissioner Sierra, yes
Commissioner Renzella, yes
Commissioner Sanchez, yes
Commissioner Coduri, yes.

c. 2002 Board Goals

The Board reviewed the goals and members identified goals that they wished to work on.

7. New Business

a. Discussion on Automatic Laundry

ED Sullivan presented proposed changes in the laundry service namely moving to a card rather than cash system and changes in the drying times. Several questions were asked and ED Sullivan will bring answers to a subsequent meeting.

b. Discussion on Policy Procedures Proposal

Commissioner Sanchez and ED Sullivan discussed the plan for moving forward with policy creation. The following policies were identified as critical to complete:

Rent Collection

Pets

Parking

Employee Manual.

After a discussion on how to proceed, Commissioners Sanchez and Sierra will work with ED Sullivan on the new employee policy and Commissioners Renzella and Sanchez will work with ED Sullivan in the Rent Collection policy.

8. Roll Call to Enter Executive Session

Resolution 2022-26

Commissioner Renzella moved to “enter into Executive Session to discuss strategy with respect to collective bargaining or litigation with the intention of not returning to open session”.

Commissioner Sierra seconded the motion.

Commissioner Sierra, yes

Commissioner Renzella, yes

Commissioner Sanchez, yes

Commissioner Coduri, yes.