

2017 OCT 17 PM 2:39

MINUTES

BELMONT HOUSING AUTHORITY

Regular Meeting

59 Pearson Road

May 25, 2017

1. Attendance: The attendance was taken at 6:00 P.M. Commissioners Charles R. Lavery, III Gloria Leipzig and Donna Brescia were present. Also present was Donna Hamilton. Commissioners Tommasina Olson and Anne Mahon were absent.
2. Open Forum: There was no discussion under Open Forum this month.
3. Reading and Approval of the Minutes of the Meetings:
 - February 27, 2017 Regular Meeting
 - March 30, 2017 Regular Meeting
 - April 24, 2017 Special Meeting
 - April 24, 2017 Regular Meeting

The Minutes of the Meetings were tabled until the next board meeting.

4. Bills and Communications:

Revolving Fund:

4001:

AHVP:

689-1:

Section 8:

The vote on the Warrants was tabled until the next meeting.

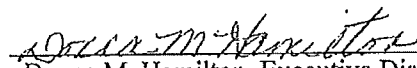
5. Executive Director's Report: The board decided that the authority should proceed with electrical, plumbing and painting prices due to the fact that a date has not yet been established by RCAT for obtaining bids.
6. Agenda Items for Board Vote:
7. Report of Committees:
 1. Belmont Housing Trust: The Belmont Housing Trust is finalizing the draft of the Housing Production Plan and obtaining letters of support.
 2. Community Preservation Committee: The board briefly discussed the availability of new affordable housing units and that the Redevelopment Consultants for the authority should be submitting a final report.

8. Unfinished Business:

1. Tenant Rent Determination: The staff will continue to work on rent redeterminations for July.
2. Tenant Accounts Receivable: The board reviewed the tenant accounts receivable that were higher in comparison to the previous month.
3. Monthly Fiscal Report: The board reviewed the Monthly Fiscal Report and the current bills.
4. RCAT Vendor Pricing: The board decided that the authority will proceed with obtaining contractor prices given that RCAT has not be established a date. The authority will work with RCAT to establish a contract register.
5. Personnel Policy for Sick and Vacation Time: The discussion was tabled.
6. Sherman Gardens Tenant Issues: The authority will request an budget exemption for the cost of purchasing air conditioner covers for the elderly developments.
7. Tenant Survey: The discussion was tabled.
8. Housing Consultant Monthly Update: Because the Redevelopment Consultants have mostly completed the Contract, this item will be removed from the agenda unless there is any new information.
9. Affordable Housing Application: This item will be removed from the agenda unless there is any new information.
10. Primary Residency Policy: The discussion was tabled.
11. Monthly Recap: The discussion was tabled.
12. Computer Software: The discussion was tabled.

9. New Business:

10. Next Meeting: The board agreed that there will be a Special Meeting on June 12, 2017 to discuss the Executive Director search committee that will oversee the process of hiring a new Director due to the pending retirement of the current Director. The next Regular Meeting will be held on June 29, 2017 at 6:00 P.M.
11. Adjournment: A motion was made by Charles Laverty, seconded by Gloria Leipzig, to adjourn the regular meeting at 6:45 P.M. The vote was unanimous (3).


Donna M. Hamilton, Executive Director

A true copy