



MINUTES

Special Meeting Virtual Zoom Meeting November 30, 2020

1. Meeting was called to order by Acting Chair Charles Lavery at 5:05pm.
 - a. Attendance: The attendance was taken. Commissioners Charles R. Lavery, III, Gloria Leipzig, and Cassandra Page were present. Present from the Cambridge Housing were Brenda Snowden-Downing and Allison MacMartin.
 - b. Purpose of meeting – to discuss board candidates and to select questions for interviews.
 - i. During the meeting, several questions were brainstormed to be asked during the candidate interviews. The following questions were selected to be presented to the Select Board for their review:
 1. What do you know about the Belmont Housing Authority and how would your interest, expertise or prior involvement address any issues that may exist?
 2. Any prior involvement in Belmont communities or affordable housing?
 3. What do you believe should be the priorities for the housing authority and what are your ideas on how these can be achieved?
 4. This is a temporary position, and you would have to run for reelection in the spring. Do you plan to run again?
 - a. Do you understand the commitment involved in this role? (follow up)
 5. Please describe any experiences you've had as a member of a board and your role in making that board effective?
 - ii. In addition to these questions, the board had the following questions about the process that will be asked of the Select Board during the joint meeting:
 1. Who will ask questions?
 2. Limit on speaking time per candidate?
 3. Will all seven candidates be interviewed?
 4. Time of meeting for interviews on 12/21?
 5. When do we vote?
 - iii. The following qualities are priority to the board members:
 1. Experience working on a board
 2. Fresh eyes may be a positive path
 - iv. Some scheduling issues were brought up regarding the 12/7 and 12/21 joint meetings with the Select Board, which Allison will address with the appropriate personnel.
 - c. Adjournment
 1. Motion to adjourn made by Commissioner Leipzig at 6:19pm
 2. Motion seconded by Commissioner Page
 3. Vote: Unanimous (3)
 4. Motion declared passed.