



MINUTES

Special Meeting

Virtual Zoom Meeting

October 6, 2022

ATTENDANCE-

Board of Commissioners in Attendance- Gloria Leipzig, Anne Mahon, Cassandra Page

Cambridge Housing Authority Staff in Attendance- Allison MacMartin, Karrie Caravan, Kevin Braga, Matt Zajac, Joe DeLarauze

Also in Attendance- housing authority residents and members of the public

-Meeting was called to order by Vice Chair, Gloria Leipzig at 5:01PM

NEW BUSINESS-

- a. FY24 Town of Belmont CPA Preliminary Application
 - Allison MacMartin – the application is due to the Town by October 10th; a draft has been provided to the Board.
 - Commissioner Leipzig stated that the application was very thorough and well detailed.
 - Matt Zajac from the Cambridge Housing Authority's Planning and Development Team stated that there are finalizing the Feasibility Study and are tentatively planning to present it in November.
- b. Waiver Request – Transfer for Administrative Reasons
 - Allison MacMartin explained that the Housing Authority is requesting a waiver of the definition of “household” in order to split a household to accommodate the medical needs of a one of the household members.
 - Commissioner Leipzig asked if this would set a precedent for future household splits.
 - o Allison MacMartin said that it is a very specific and unique situation, and she wouldn't expect that this will occur often, if ever, in the future.
 - Commissioner Page asked if this changes the policy language.
 - o Allison MacMartin responded that this is a waiver – so it is a one-time change for one household and doesn't change any policy language.
 - Commissioner Page asked if the household could move to a family unit and Allison MacMartin let her know that this waiver is due to access to a bathroom, so a family unit would not help
 - Allison MacMartin mentioned that this waiver was triggered by a Reasonable Accommodation request, which was approved by our Legal Department. After that, DHCD was consulted regarding the process, and they mentioned that if the Board approved a waiver, they would sign off on it.

TENANT ASSOCIATION

- No members of the Tenant Association were present, however, Commissioner Page referred to an email received from Sally Sennott regarding CPA funding and potentially using it at Waverley Oaks for site improvements.
 - o Allison MacMartin mentioned that this was discussed in length at the September Board Meeting. Quite a bit of ARPA funding has been funneled into projects at Waverley Oaks, however, CPA funding cannot be used towards these projects. This information has been relayed to Sally.

PUBLIC COMMENT

None

ITEMS FOR APPROVAL

1. September Regular Meeting Minutes (9/15/2022)

Commissioner Mahon motioned to approve; Commissioner Leipzig seconded the motion. Roll call vote: Commissioner Leipzig, "I", Commissioner Mahon, "I", Commissioner Page "abstain". In Favor (2), Against (0), Abstention (1)- *motion passed*

2. FY24 Preliminary CPA Application

Commissioner Page motioned to approve; Commissioner Mahon seconded the motion. Roll call vote: Commissioner Leipzig, "I", Commissioner Mahon, "I", Commissioner Page "I". In Favor (3), Against (0), Abstention (0)- *motion passed*

3. Waiver – Transfer for Administrative Reasons

Commissioner Mahon motioned to approve; Commissioner Page seconded the motion. Roll call vote: Commissioner Leipzig, "I", Commissioner Mahon, "I", Commissioner Page "I". In Favor (3), Against (0), Abstention (0)- *motion passed*

4. Certification of Final Completion – 026073 (15 Bradley Road Renovation)

Commissioner Mahon motioned to approve; Commissioner Page seconded the motion. Roll call vote: Commissioner Leipzig, "I", Commissioner Mahon, "I", Commissioner Page "I". In Favor (3), Against (0), Abstention (0)- *motion passed*

CONFIRMATION OF NEXT MEETING: Thursday, 10/20/2022 at 5:00PM in person at WAVERLEY OAKS

ADJOURNMENT

Commissioner Mahon motioned to adjourn the meeting; Commissioner Page seconded the motion. All in favor, motion passed.

Meeting Adjourned at 5:19 PM