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MINUTES

BELMONT HOUSING AUTHORITY

Regular Meeting

Town Hall, Room 4

October 26, 2015

1. Attendance: The attendance was taken at 5:30 P.M. Commissioners Donna Brescia, Charles R. Lavery, III, and Gloria Leipzig were present. Also present were the Executive Director, Donna Hamilton and Rick Fenton, Fee Accountant. Commissioner Leo J. Saidnawey was absent.
2. Open Forum: There was no discussion under Open Forum this month.
3. Reading and Approval of the Minutes of the Meetings:
  - July 27, 2015 Regular Meeting: A motion was made by Charles Lavery, seconded by Gloria Leipzig, to approve the Minutes of the July 27, 2015 meeting. The vote was unanimous (3).
  - September 28, 2015 Regular Meeting: A motion was made by Charles Lavery, seconded by Gloria Leipzig, to approve the Minutes of the September 28, 2015 meeting pending a revision to the motion for adjournment. The vote was unanimous (3).
4. Bills and Communications:
  - Revolving Fund: Checks #3335 through #3360: A motion was made by Charles Lavery, seconded by Gloria Leipzig, to approve the checks on the Revolving Fund Warrant. The vote was unanimous (3).
  - 4001:
  - AHVP: Check #117: A motion was made by Charles Lavery, seconded by Gloria Leipzig, to approve the check on the AHVP Warrant. The vote was unanimous (3).
  - 689-1:
  - Section 8: EFT 10/1//2015: A motion was made by Charles Lavery, seconded by Gloria Leipzig, to approve the Section 8 EFT. The vote was unanimous (3).
5. Executive Director's Report:
  1. FY 2016 Budget Meeting: The Belmont Housing Authority Fee Accountant, Rick Fenton, reviewed the proposed budget for FY 2016. The discussion included the current financial condition of the programs, the reserve levels, expected spending and surplus, and the current spending CAP. A motion was made by Charles Lavery, seconded by Gloria Leipzig, to approve the budgets. The vote was unanimous (3).

6. Agenda Items for Board Vote:

1. Vote to Approve Contract for Sherman Gardens and Clark Lane Repairs: The vote was tabled pending further discussion with dhcd about re-bidding the project given that all bids exceeded the estimated cost.
2. Vote to Approve Work Plan 5001 Amendment: A motion was made by Gloria Leipzig, seconded by Charles Laverty, to approve the Amendment to Work Plan 5001 to increase the dhcd award to \$1,394,147.00. The vote was unanimous (3).
3. Vote to Approve Section 8 Payment Standards and Utility Allowances: A motion was made by Charles Laverty, seconded by Gloria Leipzig, to approve the updated Section 8 Payment Standards and Utility Allowances. The vote was unanimous (3).

7. Report of Committees:

1. Belmont Housing Trust: Commissioner Gloria Leipzig reported that the Metro West Collaborative Development meeting with the residents of Belmont Village was held on October 17, 2015.
2. Community Preservation Committee: In order to update the Community Preservation Committee, the Director attended the October meeting and will attend future meetings with project updates.

8. Unfinished Business:

1. Metro West Development Collaborative: There was no further discussion.
2. Waverley Oaks Community Room Dedication: The discussion was tabled due to the fact that Commissioner Saidnawey was absent.
3. Board Resignation: The board discussed inviting Commissioner Donald Becker to the next meeting in acknowledgement of many years of service and dedication.

9. New Business:

10. Next Meeting: The board agreed that the next regular meeting would be held in the Town Hall at 5:30 p.m. on Monday, November 23, 2015.
11. Adjournment: A motion was made by Charles Laverty, seconded by Gloria Leipzig, to adjourn the regular meeting at 7:05 p.m. The vote was unanimous (3).

  
Donna M. Hamilton, Executive Director

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