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MINUTES

BELMONT HOUSING AUTHORITY

Regular Meeting

Town Hall, Room 2

September 27, 2010

1. Attendance: The attendance was taken at 6:00 P.M. Commissioners Leo Saidnawey, Don Becker, Sallye Bleiberg, Donna Brescia and Ann Verrilli were present. Also present were the Executive Director, Donna Hamilton; Anne Allen from the League of Women Voters; and a representative of Belmont PATCH.
2. Meeting with Belmont Housing Authority Residents: There were no residents present at the meeting.
3. Reading and Approval of the Minutes of the Meetings:

-July 26, 2010 Regular Meeting: A motion was made by Don Becker, seconded by Leo Saidnawey, to approve the minutes of these meetings. The vote was unanimous (4).

4. Bills and Communications:

Revolving Fund: Checks #64 through #173: A motion was made by Don Becker, seconded by Leo Saidnawey, to approve the checks on the Revolving Fund Warrant. The vote was unanimous (4).

4001:

MRVP – AHVP: Checks #9 through #12: A motion was made by Don Becker, seconded by Leo Saidnawey, to approve the checks on the MRVP – AHVP Warrant. The vote was unanimous (4).

689-1:

Section 8: EFTs 8/1/2010 and 9/1/2010: A motion was made by Don Becker, seconded by Leo Saidnawey, to approve the Section 8 EFTs. The vote was unanimous (4).

5. Executive Director's Report:

1. Reports: The board requested that the next time the Director speaks to the BHA Computer Consultant she will inquire if the BHA website can have a specific section for Commissioners that could list board reports and would have a protected password. The board however, can still choose to have reports sent by email if they prefer to do so.
2. Sidewalks at Waverley Oaks Apartments: The Director will send a letter on behalf of the Board requesting that the sidewalks around Waverley Oaks Apartments be cleared during the Winter months so that they can be used by the residents.

5. Executive Director's Report:

3. Bicycle Rack for Waverley Oaks Apartments: A motion was made by Don Becker, seconded by Donna Brescia, to approve an expenditure of up to \$500.00 for the purchase of a galvanized bicycle rack for Waverley Oaks Apartments. The vote was unanimous (5).
4. Belmont Village Modernization: The Director told the board that the BHA has a very good chance of receiving funding for the insulation work at Belmont Village. The Authority had recently sent out a survey to all of the residents in order to later be able to obtain information concerning the *before* and *after* costs associated with the project.
5. Change Order for Steps at Sherman Gardens Apartments: Since the work on the outside steps at Sherman Gardens Apartments has resumed, the board will be asked to approve a Change Order concerning a time extension resulting from the approval process for the Massachusetts Architectural Access Board. The Contractor is still however, in the process of rescheduling the work.
6. Underground Cables at Belmont Village: It was agreed that the Authority would initially phase-in three (3) buildings in order to try to determine the overall cost of this project.
7. Ramp at Sherman Gardens: **The Director will continue to follow-up on the information pertaining to the cost of the ramp for the community building at Sherman Gardens Apartments. The Director will also find out from the Architect about any additional accessibility requirements such as an automatic door opener or other building modifications that might be mandated by law if the BHA is able to fund the cost of installing a ramp at this development.**

6. Agenda Items for Board Vote:

1. Approval of CFA for Formula Funding: A motion was made by Ann Verrilli, seconded by Don Becker, to approve the Contract for State-Aided Public Capital Improvement Program as written by dhcd. The vote was unanimous (5).

7. Report of Committees:

1. Belmont Housing Trust: Commissioner Ann Verrilli told the board that the BHT is continuing to work with some developers on site options for the development of affordable housing. The Metro West Collaborative would also be interested in partnering with the BHA concerning the new development at the our Lady of Mercy Church site.

8. Unfinished Business:

1. Office Renovations at Belmont Village: The Director will ask the maintenance department for some further information that might be used in determining an estimate of the cost to enlarge the conference room in order to better accommodate public meetings at this location.
2. Discussion of Proposed Ramp at Sherman Gardens Community Room: Since this matter had already been discussed under the Executive Director's Report, there was no further discussion under Unfinished Business.
3. Discussion of Proposed/Existing Sidewalks in Front of Waverley Oaks Apartments: Because the Town will have to reconstruction the sidewalk area near Waverley Oaks Apartments contingent upon the Trapelo Road/Belmont Street Corridor project, the sidewalk extension will be included in this project.

9. New Business:

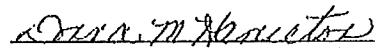
1. Discussion of Belmont Serves/Sustainable Belmont: Because this is a relatively new program, it was suggested that Belmont Serves may be able to work directly with the residents this year in order to help them with any cost savings related to energy saving initiatives.
2. Discussion of Community Preservation Act Ballot Question: Commissioner Ann Ann Verrilli briefly reviewed the provisions of the proposed CPA including potential funding for local housing authorities and asked if the Belmont Housing Authority Board would vote to endorse it. The board further discussed if it was appropriate for an elected board to support such issues and it was decided that based upon a legal opinion from Town Counsel concerning the matter, it is suitable for boards to support Town ballot questions. There was also some additional discussion about the fact that approval of the CPA could provide seed money to obtain grants for larger projects within the Town. A motion was made by Don Becker, seconded by Leo Saidnawey, to have the Belmont Housing Authority endorse the Community Preservation Act. The vote was unanimous (5).
3. Discussion of Correspondence from Fee Accountant: According to the Belmont Housing Authority Fee Accountant, the language in question refers to the fact that there are separate auditors who do the auditing rather than the Fee Accountants. Because there will be a budget meeting in the near future, the board may also ask for further clarification at that time.

The Board also asked the Director to contact the Fee Accountant with regard to receiving a Statement of Reserves with the monthly reports.

10. Next Meeting: It was agreed that the Director will first inquire about the availability of a meeting room in the Senior Center for the October 25th meeting. If that is not available, the meeting will be scheduled in the Town Hall. The closing date for any agenda items will be October 14th so that it can be published in the Belmont Citizen Herald.

11. Adjournment:

A motion was made by Don Becker, seconded by Leo Saidnawey, to adjourn the meeting at 6:30 P.M. The vote was unanimous (5).


Donna M. Hamilton, Executive Director

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