

2017 OCT 17 PM 2:23

MINUTES

BELMONT HOUSING AUTHORITY

Regular Meeting

Town Hall, Room 1

October 25, 2010

1. Attendance: The attendance was taken at 6:00 P.M. Commissioners Leo Saidnawey, Donna Brescia, Sallye Bleiberg and Ann Verrilli were present. Also present were the Executive Director, Donna Hamilton; Belmont Housing Authority Fee Accountants, John Marotto and Shaun O'Keefe; and Anne Allen from the League of Women Voters. Commissioner Don Becker was absent.
2. Meeting with Belmont Housing Authority Residents: There were no residents present at the meeting.
3. Budget Review for FY 2011: The Belmont Housing Authority Fee Accountants, John Marotto and Shaun O'Keefe reviewed the budget for FY 2011 for the 400-1, 689-1 and MRVP programs. It was noted that the ANUEL (Allowable Non-Utility Expense Level) will be level funded for FY 2011 and there was a further review of the operating reserves at the beginning of the fiscal year through the end of the year that concluded on June 30th of 2010. At the conclusion of the fiscal year, any difference in subsidy will be based upon actual rather than estimated or projected amounts.

There was also some discussion about the yearly budget for extraordinary maintenance and the fact that dhcd has implemented formula funding that will now be utilized to fund capital improvements for local housing authorities. There is also no longer a provision to use capital reserves for any such improvements.

In addition to the previously dhcd mandated conversion to GAAP Accounting, the GASB 45 requirement will underscore post employment benefits as well.

The board approved the budgets with the exception that the Administrative salaries would be revised to include 8% increases based upon the fact that it has been a few years since there have been any administrative increases, the authority may not be able to fund future increases and some of the positions are funded below the actual budgeted amount. The maintenance increases are based upon mandated Department of Labor and Industries wage rates.

The Director will email Commissioner Ann Verrilli concerning the condition of the Maintenance truck that has been budgeted to be replaced during the current fiscal year.

4. Reading and Approval of the Minutes of the Meetings:

-September 27, 2010 Regular Meeting: A motion was made by Leo Saidnawey, seconded by Donna Brescia, to approve the minutes of these meetings. The vote was unanimous (4).

5. Bills and Communications:

Revolving Fund: Checks #174 through #220: A motion was made by Leo Saidnawey, seconded by Donna Brescia, to approve the checks on the Revolving Fund Warrant. The vote was unanimous (4).

4001:

MRVP – AHVP: Checks #13 through #14: A motion was made by Leo Saidnawey, seconded by Donna Brescia, to approve the checks on the MRVP – AHVP Warrant. The vote was unanimous (4).

689-1:

Section 8: EFT 10/1/2010: A motion was made by Leo Saidnawey, seconded by Donna Brescia, to approve the Section 8 EFT. The vote was unanimous (4).

6. Executive Director's Report:

1. Discussion of Contract for Dedham Housing Authority: The board unanimously agreed to renew the Contract for the Administration of the Belmont Housing Authority Section 8 Voucher Program by the Dedham Housing Authority.

7. Agenda Items for Board Vote: There were no items for the board to vote on this month.

8. Report of Committees:

1. Belmont Housing Trust: Commissioner Ann Verrilli told the board that the BHT is continuing to work on the Community Preservation Act.

9. Unfinished Business:

1. Office Renovations at Belmont Village: The Director told the board that it appears that the authority could proceed with the proposed office renovations because there are no supporting walls that would be removed in order to enlarge the conference room.
2. Discussion of Proposed Ramp at Sherman Gardens Community Room: The Director also told the board that the initial recommendation of the Architect would be to consider a shorter and more direct connection to the front door of the Community Room since this would probably result in cost savings on this project.

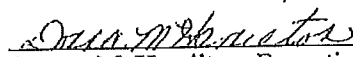
9. Unfinished Business (continued):

The Director suggested that in order to proceed with both the main office renovations and the ramp at Sherman Gardens Apartments, these projects should be incorporated into the Authority's Capital Improvement Plan and submitted to dhcd for approval. It was agreed that the Director would provide the board with recommendations for prioritizing capital improvement projects at the next regular board meeting.

3. Sustainable Cool Belmont: No discussion this month.

10. New Business:

1. Discussion of PATCH: The board agreed that the Chairman, Sallye Bleiberg, would meet with PATCH to provide information about the housing authority.
11. Next Meeting: The next regular board meeting will be held at 6:00 P.M. on November 22nd in the Belmont Town Hall. It was further agreed that the authority would again request to use Room 1 and that all future meetings would be held in the Town Hall until such time as the accessibility issues have been addressed.
12. Adjournment:
A motion was made by Leo Saidnawey, seconded by Donna Brescia, to adjourn the meeting at 6:40 P.M. The vote was unanimous (4).


Donna M. Hamilton, Executive Director

A true copy