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MINUTES

BELMONT HOUSING AUTHORITY

Regular Meeting

Town Hall, Room 1

January 23, 2012

1. Attendance: The attendance was taken at 6:00 P.M. Commissioners Sallye Bleiberg, Leo Saidnawey, Charles Lavery, Donna Brescia and Don Becker were present. Also present was the Executive Director, Donna Hamilton.

2. Open Forum: There was no discussion under Open Forum this month.

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

-December 19, 2011 Regular Meeting: A motion was made by Don Becker, seconded by Donna Brescia, to approve the minutes of the December 19, 2011 Regular Meeting as amended to include Anne Allen as being in attendance and to include that Donna Brescia made the motion to approve the EFT for 12/1/11 and that the motion was seconded by Don Becker. The vote was unanimous (5).

4. Bills and Communications:

Revolving Fund: Checks #937 through #1033: A motion was made by Leo Saidnawey, seconded by Don Becker, to approve the checks on the Revolving Fund Warrant with the exception of Check #981 that has a stop payment notice. The vote was unanimous (5).

4001:

MRVP – AHVP: Checks #43 and Check #44: A motion was made by Leo Saidnawey, seconded by Donna Brescia, to approve the checks on the MRVP-AHVP Warrant. The vote was unanimous (5).

689-1:

Section 8: EFT 1/1/2012: A motion was made by Leo Saidnawey, seconded by Don Becker, to approve the Section 8 EFT. The vote was unanimous (5).

5. Executive Director's Report:

1. Update on Project-Based Vouchers: It was agreed that the Director will schedule a meeting with Metro West Collaborative Developers and WCI to discuss the possibility of project-basing some of the Section 8 Vouchers.

2. Board Reports: It was decided that the information for board reports in the future would only include two months of data concerning maintenance work orders, hours and vacancies.

6. Agenda Items for Board Vote: There were no agenda items requiring a board vote this month.

7. Report of Committees:

1. Belmont Housing Trust: Commissioner Charles Lavery confirmed that the Belmont Housing Trust was continuing to work with the authority concerning the project-based Vouchers.
2. CPA Committee: Commissioner Donna Brescia told the board that the committee was working on their priorities and the selection criteria.

8. Unfinished Business:

1. Discussion of Clark Lane and Royal Road Proposal: Since it had been decided that the Thomas Clark house was being relocated to Concord Avenue, there was no further discussion concerning this matter.
2. Waverley Oaks Trapelo Road Sidewalks: No discussion this month.
3. Vacancy and Turnover Procedures: No discussion this month.
4. Discussion of Solar Installations for Belmont Housing Authority Developments: The Director confirmed that there were no further ARRA funds that might be used for this project. It was discussed that the project might instead be funded either through financing or through CPA funds or through a combination of both. It was decided that the Director would contact dhcd to schedule a meeting to review the status of the project.
5. Discussion of Developing a List of Community Preservation Projects: In order to follow-up on the solar panel installations, the Director will send Commissioner Donna Brescia a cost estimate for this project.
6. Discussion of DHCD Budget Certification: The board acknowledged the revisions to the dhcd budget certifications. A motion was made by Leo Saidnawey, seconded by Charles Lavery, to approve the budget as submitted and sign the Budget Certification forms. The motion was unanimous (5).

9. New Business:

1. Inquiry of the Board of Commissioners: As part of the Section 8 federal audit the board reviewed the standard list of questions before the final closeout of the audit for the fiscal year ended June 30, 2011.

10. Next Meeting: The board agreed that the February board meeting would be held in the Town Hall at 6:00 p.m. on Wednesday, February 29, 2012.

11. Adjournment: A motion was made by Donna Brescia, seconded by Don Becker, to adjourn the meeting at 6:30 p.m. The vote was unanimous (5). Upon a roll-call vote, the board voted to convene in executive session to discuss maintenance union negotiations and that the open session would not reconvene at the close of the Executive Session.

Donna M. Hamilton, Executive Director

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