

MINUTES

BELMONT HOUSING AUTHORITY

Regular Meeting
November 17, 2008

Sherman Gardens Apartments

1. Attendance: The attendance was taken at 6:15 P.M. Commissioners Sallye Bleiberg, James Murphy, Leo Saidnawey, Don Becker and Ann Verrilli were present. Also present were the Executive Director, Donna Hamilton; Anne Allen from the League of Women Voters; and residents of Sherman Gardens Apartments.
2. Meeting with Residents of Sherman Gardens: In response to a question concerning the new fire alarms, residents were advised to contact the office concerning any false alarms or other problems with the new system.
3. Reading and Approval of the Minutes of the Meetings:

-October 27, 2008 Regular Meeting: A motion was made by Sallye Bleiberg, seconded by Don Becker, to approve the minutes of this meeting. The vote was unanimous (5).
4. Bills and Communications:

Revolving Fund: Checks #13634 through #13678: A motion was made by Don Becker, seconded by Sallye Bleiberg, to approve the checks on the Revolving Fund Warrant. The vote was unanimous (5).

4001:

MRVP-AHVP: Checks #1581 and #1582: A motion was made by Don Becker, seconded by Sallye Bleiberg, to approve the checks on the MRVP-AHVP Warrant. The vote was unanimous (5).

689-1:

Section 8: EFT – 11/1/2008: A motion was made by Don Becker, seconded by Sallye Bleiberg, to approve the Section 8 EFT. The vote was unanimous (5).
5. Agenda Items for Board Vote:
6. Executive Directors' Report:

1. Apartment Vacancies
2. Monthly Revenue Collection Report
3. Update on Modernization Projects/Discussion of Fire Alarms at Sherman Gardens Apartments: **The board agreed that, after the fire alarms have been installed, the Authority should send a letter to the Belmont Fire Department thanking them for their assistance with the new alarms at both Sherman Gardens and Waverley Oaks Apartments. The board also decided that a similar letter will be sent to State Representative Will Brownsberger after the projects have been completed and that the board of Selectmen will receive a copy of the letter to the Belmont Fire Department. Upon completion of the projects, the residents will be notified of the changes to the system and the Director will meet with the residents to answer any questions.**

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6. Executive Directors' Report (continued):

4. Dates for Budget Meeting: **The board agreed that the budgets would be discussed at the next regular meeting providing that John Marotto is available. It was further decided that the Director would contact Will Brownsberger to attend the January meeting if the budgets are discussed at the December meeting.**

- BHA Website: **The Director will confirm the website links to Google and the MassNAHRO website by the next meeting.**
- Section 8 Project-Based Vouchers: **The Director will review the proposal for project-basing vouchers and email a copy to Commissioner Ann Verrilli.**

7. Report of Committees:

- 2 Belmont Housing Trust: The BHT will be setting goals at the next meeting later in the month and Waverley Woods is still working on occupancy issues. The BHA will also notify the Trust about the possibility of being able to project-base more vouchers in the future.

8. Unfinished Business :

9. New Business:

10. Next Meeting: The next meeting will be held on Monday, December 15, 2008, at Belmont Village.

11. Adjournment: A motion was made by Sallye Bleiberg, seconded by James Murphy, to adjourn the meeting at 6:50 P.M. The vote was unanimous (5). Upon a roll-call vote, the Board voted to convene in executive session to discuss the performance evaluation for the Executive Director and that the meeting would not reconvene in open session. The vote was unanimous (5).

12. Executive Session:

1. Performance Evaluation for Executive Director

Director

a true copy

Donna M. Hamilton, Executive