

2017 OCT 17 PM 2:32

MINUTES

BELMONT HOUSING AUTHORITY

Regular Meeting

Town Hall, Room 1

November 21, 2016

1. Attendance: The attendance was taken at 5:30 P.M. Commissioners Donna Brescia, Charles R. Lavery, III, Gloria Leipzig, and Tommasina Olson were present. Also present was Donna Hamilton. Commissioner Anne Mahon was absent.

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

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

-October 17, 2016 Regular Meeting: The vote was tabled until next month.

4. Bills and Communications:

Revolving Fund: Checks #4013 through #4060 (Checks #4011, #4012 and #4015 Voided): A motion was made by Gloria Leipzig, seconded by Charles Lavery, to approve the checks on the Revolving Fund Warrant. The vote was unanimous (4).

4001:

AHVP: Check #130: A motion was made by Gloria Leipzig, seconded by Charles Lavery, to approve the check on the AHVP Warrant. The vote was unanimous (4).

689-1:

Section 8: Check #4020: A motion was made by Gloria Leipzig, seconded by Charles Lavery, to approve the check on the Section 8 Warrant. The vote was unanimous (4).

5. Executive Director's Report:

6. Agenda Items for Board Vote:

7. Report of Committees:

1. Belmont Housing Trust: The board discussed that the Town is planning to develop a Housing Production Plan in conjunction with the Planning Board.
2. Community Preservation Committee: The board discussed the CPA presentation and that they would be requesting letter of support from the Council on Aging and the League of Women Voters.

8. Unfinished Business:


1. Status of Maintenance Work Orders/Annual Inspections: Any reports that include work orders will also include the reason(s) for work orders that are open longer than sixty (60) days.
2. Update on Rent Redeterminations: The bookkeeper will provide information concerning the number of rent redeterminations that have been completed.
3. Update on Tenant Accounts Receivable: The bookkeeper will also provide information on the number of tenant accounts that are in arrears.
4. Certifications for Quarterly Operating Statements: The board signed the Quarterly Operating Statements for the Quarter Ending 6/30/2016.

9. New Business:

1. Meeting with Consultants: The board reviewed potential meeting dates with the Public Housing Redevelopment Consultants.
2. Discussion of New Policy: The board discussed the possibility of establishing a new policy concerning the primary residence of tenants at Sherman Gardens and Waverley Oaks Apartments.

10. Next Meeting: The board agreed that the next regular meeting will be held on December 12, 2016 at 5:30 p.m. at the main office located at 59 Pearson Road.

11. Adjournment: A motion was made by Charles Laverty, seconded by Gloria Leipzig, to adjourn the regular meeting at 6:15 p.m. in order to convene in executive session and that the board would not reconvene in open session. The vote was unanimous (4).


Donna M. Hamilton, Executive Director

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