

2017 OCT 17 PM 2:39

MINUTES

BELMONT HOUSING AUTHORITY

Regular Meeting

59 Pearson Road

February 27, 2017

1. Attendance: The attendance was taken at 5:30 P.M. Commissioners Donna Brescia, Charles R. Lavery, III, Anne Mahon and Gloria Leipzig were present. Also present was Donna Hamilton. Commissioner Tommasina Olson 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: A motion was made by Charles Lavery, seconded by Anne Mahon, to approve the Minutes of the meeting. The vote was unanimous (4).

-January 30, 2017: A motion was made by Charles Lavery, seconded by Anne Mahon, to approve the Minutes of the meeting. The vote was unanimous (4).

4. Bills and Communications:

Revolving Fund: Checks #4143 through #4234: A motion was made by Charles Lavery, seconded by Anne Mahon, to approve the checks on the Revolving Fund Warrant. The vote was unanimous (4).

4001:

AHVP: Check #133: A motion was made by Charles Lavery, seconded by Anne Mahon, to approve the check on the AHVP Warrant. The vote was unanimous (4).

689-1:

Section 8: Check #4189: A motion was made by Charles Lavery, seconded by Anne Mahon, to approve the checks on the Section 8 Warrant. The vote was unanimous (4).

5. Executive Director's Report:

6. Agenda Items for Board Vote:

1. Vote to Approve Waverley Oaks Paving Certificate of Substantial Completion: A motion was made by Charles Lavery, seconded by Anne Mahon, to approve the Certificate of Substantial Completion for Waverley Oaks paving. The vote was unanimous (4).
2. Vote to Approve Belmont Village Wiring Certificate of Substantial Completion: A motion was made by Anne Mahon, seconded by Gloria Leipzig, to approve the Belmont Village Wiring Certificate of Substantial Completion for Losordo Electrical Services, Inc. The vote was unanimous (4).

7. Report of Committees:

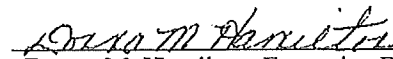
1. Belmont Housing Trust: The Housing Production Plan was approved.
2. Community Preservation Committee: The authority will be meeting with the Warrant Committee on March 29, 2017 to answer any questions concerning the Community Preservation Application for the current year.

8. Unfinished Business:

1. Tenant Rent Redeterminations: The Consultant who had been hired to assist with rent redeterminations will be starting on March 2, 2017.
2. Tenants Accounts Receivable: The authority will continue to work on reducing the tenant accounts receivable. It was further agreed that the board would review and establish a new rent collection policy for all residents.
3. Housing Consultants Monthly Update: The board agreed that a meeting will be scheduled with the housing consultants to discuss the current status of the proposed redevelopment.
4. Affordable Housing Application Process: The board briefly discussed the affordable housing application process as it pertains to Belmont Housing Authority.

9. New Business:

1. Mandatory Board Member Training: The board reviewed the mandatory board member training requirements that had been established by the Department of Housing and Community Development.
 2. Minutes: The board agreed that a board member would be responsible for the monthly minutes so that the Director could participate in the meetings.
 3. Vacancy Reports: The board requested that the monthly vacancy reports include a written explanation for any prolonged vacancies.
10. Next Meeting: The board agreed that the next regular meeting will be held on March 30, 2017 at 5:30 p.m. at the main office located at 59 Pearson Road in order to include the meeting with the affordable housing consultants.
11. Adjournment: A motion was made by Charles Laverty, seconded by Gloria Leipzig, to adjourn the regular meeting at 6:50 p.m. and that the board would meet in executive session and not reconvene in open session.


Donna M. Hamilton, Executive Director

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