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MINUTES

BELMONT HOUSING AUTHORITY

Regular Meeting

59 Pearson Road

March 30, 2017

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

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

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

- February 27, 2017 Regular Meeting: The February 27, 2017 Minutes were tabled until the April board meeting.

4. Bills and Communications:

Revolving Fund: Checks #4234 through #4292: A motion was made by Gloria Leipzig, seconded by Anne Mahon, to approve the checks on the Revolving Fund Warrant. The vote was unanimous (3).

4001:

AHVP: Check #134: A motion was made by Gloria Leipzig, seconded by Anne Mahon, to approve the check on the AHVP Warrant. The vote was unanimous (3).

689-1:

Section 8: Check #4250: A motion was made by Gloria Leipzig, seconded by Anne Mahon, to approve the checks on the Section 8 Warrant. The vote was unanimous (3).

5. Meeting with Housing Redevelopment Consultants: The board reviewed the options for creating additional housing with the Housing Development Consultants. The discussion included goals, assumptions, approach, challenges and opposition. The proposed development would include substantial renovations to Sherman Gardens Apartments and could incorporate services that address the needs of the residents. In order to reduce relocation costs, the authority may have more vacancies prior to construction. The authority also needs to find other not for profit agencies that have done similar projects in other communities.

6. Executive Director's Report:

7. Agenda Items for Board Vote:

1. Vote to Approve Contact for ADA Ramp at Belmont Village: A motion was made By Gloria Leipzig, seconded by Anne Mahon, to approve the Contract for an ADA Ramp at Belmont Village.

7. Report of Committees:

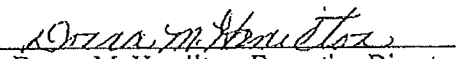
1. Belmont Housing Trust: There will be a meeting on April 27, 2017 at 7:00 p.m. at the Beech Street Center to review the draft of the housing production plan.
2. Community Preservation Committee: The final payment for the electrical work at Belmont Village will be processed contingent upon approval from dhcd.

8. Unfinished Business:

1. Tenants Accounts Receivable: The tenant accounts receivable are down 38% percent from the last board meeting. The Director will meet with the Attorney to send out notices to tenants and a 14 day notice to quit will be delivered by a constable. The Director will have these delivered by April 3rd. The Attorney needs a court date on the 14th of April for any tenant that owes more than \$1,000.00.
2. Monthly Recap: Donna Brescia gave the board a table that would include all of the information that the board requires for monthly board meetings including tenant accounts receivable, number of vacant apartments, outstanding work orders, outstanding annual inspections, recertifications, anticipated expenditures and evictions.

9. New Business:

10. Next Meeting: The board agreed that a Special Meeting would be held on April 24, 2017 at 5:30 p.m. at the main office located at 59 Pearson Road.
11. Adjournment: A motion was made by Gloria Leipzig, seconded by Anne Mahon, to adjourn the regular meeting at 8:20 p.m. and that the board would convene in executive session and not return to open session. The vote was unanimous (3).


Donna M. Hamilton, Executive Director

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