



## MINUTES

Regular Meeting      Virtual Zoom Meeting      October 22, 2020

1. Meeting was called to order by Acting Chair Charles Lavery at 5:08pm.
2. Attendance: The attendance was taken. Commissioners Charles R. Lavery, III, Gloria Leipzig, Cassandra Page and Anne Mahon were present. Present from the Cambridge Housing were Brenda Snowden-Downing, Sarah Cummings, Mike Johnston and Allison MacMartin. Also present were housing authority residents/members of the public.
3. Approval of minutes – Minutes from the September 2020 Regular Meeting & Executive Session 9.24.20 were approved.
4. New Business
  - a. Commissioner Page asked if meeting zoom information can be distributed to residents. Allison MacMartin mentioned that agendas will be posted on community room doors and distributed via newsletter in the future. The website needs to be updated and Allison will take care of this as well.
  - b. Search for Candidate for Chair Brescia's Seat
    - i. Town Clerk accepted resignation
    - ii. It will be a joint selection between Housing Authority and Selectmen
    - iii. Ideally, this new person will start by early January 2021
    - iv. One resume already received
    - v. On Selectmen's agenda for 10/26 at 7:30pm (Commissioner Lavery and Allison MacMartin will attend)
  - c. Hiring/staffing update
    - i. Maintenance update – one open position has been posted
    - ii. Resident Services Coordinator – this part time position has been posted
  - d. Accounting Update
    - i. John Filip is still working on Q1 Financials – expected to be ready for next meeting
  - e. Existing Projects
    - i. Belmont Village Roof Garden Phase 3
      1. Buildings and alternatives have been selected with engineer. Work expected to be completed in Spring 2021
    - ii. Sherman Gardens Transformer Project
      1. 95% complete- old concrete pad needs to be removed by contractor
    - iii. Clark Street Furnace Replacement
      1. Change order is in process- awaiting proposal from contractors
    - iv. Drive-up Application Assistance Event – Monday October 26<sup>th</sup>
      1. Emergency rental assistance funding for Belmont residents
    - v. Mount Auburn Grant
      1. \$2500 grant received will be used for toiletry kits for elderly sites



- vi. September Overview
  - 1. Belmont Village
    - a. Rent balances are improving, but there is still a significant balance. Working with residents to enter into payment plans.
  - 2. Sherman Gardens& Waverley Oaks
    - a. No significant rent balances
  - 3. Eviction Moratorium
    - a. Expired 10/17, avoiding evictions by working with residents
  - 4. CPA Grant
    - a. An update needs to be provided as to where we stand on this
- vii. Open Forum/ Tenant Participation
  - 1. Lynne Martin stated that a public meeting is being put together for tenant's association in November. Allison MacMartin offered to arrange Zoom meeting.
  - 2. Cassandra Page (as resident) is arranging a Halloween candy/activity bag drop for children. Candy donations and other donations have been received. Zero cost to the association.
  - 3. Newsletter will be distributed to all residents before the next meeting. Commissioner Mahon offered to print.
- viii. Confirmation of next meeting
  - 1. Regular Meeting - Thursday, November 19 at 5:00pm
- ix. Adjournment
  - 1. Motion to adjourn made by Commissioner Lavery at 6:17pm
  - 2. Motion seconded by Commissioner Mahon
  - 3. Vote: Unanimous (4)
  - 4. Motion declared passed.