



MINUTES

February Regular Meeting

Virtual Zoom Meeting

February 16, 2023

ATTENDANCE-

Board of Commissioners in Attendance- Gloria Leipzig, Charles Laverty, Anne Mahon, Cassandra Page, Sarah Bilodeau

\*\*Note-Sarah Bilodeau arrived at 5:15pm

Cambridge Housing Authority Staff in Attendance- Allison MacMartin, Michael Johnston, Kevin Braga, Karrie Canavan, John Filip, Sara Vogel, Margaret Moran, Matthew Zajac, Joe DeLarauze

Tenant Association Members in Attendance- Lynne Martin

Also in Attendance- housing authority residents and members of the public

*Meeting was called to order by Board of Chair, Charles Laverty III at 5:01 pm*

OLD BUSINESS-

**Sherman Gardens Redevelopment:** Currently there are 4 avenues of potential development, and BHA should be looking to select a developer, preferably within the next month, to assist in moving the project forward.

Charles Lavery III, question- Is CHA interested in operating as the developer for this project? We need better housing for our residents, and the Board is inclined to move forward with a non-profit organization. After seeing the CHA redevelopment projects, my initial thought is that the Board will be looking to move forward with CHA as the developer.

Gloria Leipzig, question- A lot of development at CHA occurred after my 30 years working with them, and the work that's been accomplished is impressive. The Memo laid out the available options well. There were initial concerns that redevelopment would require expansion and potentially the addition of market rate units and knowing that we can move forward with adding affordable housing is crucial. It is unlikely that we would have seen this initiative and commitment to affordable housing had we moved forward with a private developer, and working with another housing authority aligns with our goals and is amenable to what we want to accomplish. What is the process to move forward with the P&D Contract?

Anne Mahon, comment- I agree that private market development tends to be profit driven. The BHA relies on CHA's expertise and has had a great experience working with them to accomplish our goals of increasing affordable housing. This administration is committed to increasing affordable housing, and we want to see this project underway.

Cassandra Page, no comment

Sarah Bilodeau, seconding Anne Mahon's comments

Matthew Zajac and Margaret Moran, response- CHA is interested in working with BHA and the potential to continue to grow. We currently have an intergovernmental agreement, and our initial thought is to use an amendment to expand that agreement into more of a joint venture. We would need to settle on some key points of the business terms and touch base with DHCD about their threshold requirements for procurement of a developer and procurement relief. We enjoy working with the Board and residents, and we are excited about the project and the collaboration between two housing authorities. We think this could be an incredible project, and we look forward to seeing it through.

Michael Johnston, comment- The Memo does a good job showing the options in a neutral manner, and CHA would be a good fit because the agendas align. The risk profile is very different between the consulting and developer roles, so we will need to address the risks, the potential challenges, the business terms/fees, as well the lack of available investor funding and how to meet those needs. CHA is not looking for a vote tonight, but P&D will return later to present the agreement for vote.

Margaret Moran, comment- We would like to present an agreement to the Board next month, if possible, that can be voted on at a later Special Meeting. We would like the Board to appoint a subcommittee for preliminary discussions and to work with us and provide input during the drafting process.

Charles Laverty- Selection of a Cambridge Development Liaison Committee: Anne Mahon and Cassandra Page

NEW BUSINESS

Chuck Laverty, question regarding the CHA Management Contract renewal. Michael Johnston, response: We have started internal discussions and contacted DCHD to ensure good standing and eligibility to renew the management contract. DHCD advised on some minor technical corrections, but no negative responses to renewal to date. Is the Board interested in renewal?

Chuck Laverty and Anne Mahon, response- Yes, the Board is interested in renewing the contract and will plan to submit letters of support from the Board and Tenants to DHCD

OTHER ITEMS UNANTICIPATED BY THE CHAIR-No Comment

**EXECUTIVE DIRECTOR'S REPORT**- Allison MacMartin

**Policy Update Progress**- We are comparing the existing policies with CHA, and I will meet with those department heads to present revised versions to the Board, hopefully in the next month, for vote and discussion at a later Special meeting.

**Capital Projects**- The Clark Lane kitchen & flooring projects are wrapping up and looks great; a positive change and better accessibility. There are a few punch list items and a need to update the electrical panel, but a big success, overall.

**Capital Projects**- The Waverly Oaks Projects are expected to start in the next few months. We are looking to update the community rooms, improve accessibility at the main entrances, replace tiles and paint in the common hallways, and replace the retaining wall.

**Capital Projects**- The Belmont Village water/sewer updates are pending the State Contract (ARPA Funding). We do not have the specific scope yet, but we are looking to replace sewer lines, which is greatly needed.

**Gloria Leipzig**, question about RCAT assistance. **Allison MacMartin, response**- RCAT is for projects with smaller funding needs. DHCD is incentivized to expedite these projects to prevent recapture of non-committed funds, and we see them moving quicker now than they were in 2020.

*Discussion ensued.*

**Vacancy**-units are turned over and we are working through the waitlist. There are continued setbacks with the waitlist prospects. There are three potential candidates, so we are hoping to start showing improvements in this area soon.

**Delinquency**- small improvements month over month: Waverly Oaks has stayed the same, Sherman Gardens has no delinquency, and Belmont Village is improving in small increments thanks to repayment plans. There are also a handful of legal cases that are in progress, and we have offered support to those residents. Court dates are 4-6 weeks out, so those cases will trickle through, and we hope to go through mediators to salvage these tenancies. This is 12 months post-SHERA, and some of these balances are from residents having difficulty resuming payments following that financial assistance.

**TENANT ASSOCIATION**-

**Lynne Martin**, comment about National Grid parking heavy equipment on Gordon Terrace near Thomas Street and subsequent worsening of road conditions and question about funding sources for the Sherman Gardens Redevelopment Project.

**Gloria Leipzig, Anne Mahon, and Charles Laverty, clarification and response**: that may be in reference to the housing production meeting, which focuses on where there are opportunities for developers interested in parcels designated for development as affordable housing. Belmont is below the threshold of meeting affordable housing requirements, so we are looking at increasing the affordable housing index across multiple platforms. During the previous administration, we were discussing the same redevelopment possibilities at Sherman Gardens and how to work with DHCD to find a developer. The Board expressed interest tonight in working with working with CHA in that capacity, and now that we have our liaisons, the TA will be kept informed of the developments.

**PUBLIC COMMENT**- No comment

**ITEMS FOR APPROVAL**-

**Minutes – January Regular Meeting (1.19.23)**

Anne Mahon motioned to approve; Cassandra Page seconded the motion. Roll call vote: Charles Laverty III, “I”, Gloria Leipzig, “I”, Anne Mahon, “I”, Sarah Bilodeau, “I”, Cassandra Page, “I”. In Favor (5), Against (0), Abstention (0)- *motion passed*

**Minutes – February Special Meeting (2.9.23)**

Anne Mahon motioned to approve; Sarah Bilodeau seconded the motion. Roll call vote: Charles Laverty III, “I”, Gloria Leipzig, “I”, Anne Mahon, “I”, Sarah Bilodeau, “I”, Cassandra Page, “I”. In Favor (5), Against (0), Abstention (0)- *motion passed*

**Change Order 026071-CP-0001 & 026071-CP-0002**

**\*\*Comment**- the electrical panel needs to be updated because it cannot support the load w/ the new appliances

Anne Mahon motioned to approve; Gloria Leipzig seconded the motion. Roll call vote: Charles Laverty III, “I”, Gloria Leipzig, “I”, Anne Mahon, “I”, Sarah Bilodeau, “I”, Cassandra Page, “I”. In Favor (5), Against (0), Abstention (0)- *motion passed*

**Contract - ARPA CFA 4050** **\*\*Comment**- Small, targeted ARPA award for Clark Lane to update fire alarm

Anne Mahon motioned to approve; Cassandra Page seconded the motion. Roll call vote: Charles Laverty III, “I”, Gloria Leipzig, “I”, Anne Mahon, “I”, Sarah Bilodeau, “I”, Cassandra Page, “I”. In Favor (5), Against (0), Abstention (0)- *motion passed*

**Contract – Automatic Laundry** **\*\*Comment**- the washers/dryers at the 667 sites are estimated to be 20+ years old and need to be replaced. BHA will not pay to replace the machines, and the cost per load will increase minimally from \$.75 to \$1.

These machines should be more efficient, and the company is also willing to work with us if changes become necessary as projects get underway.



Belmont Housing Authority

Gloria Leipzig motioned to approve; Anne Mahon seconded the motion. Roll call vote: Charles Lavery III, "I", Gloria Leipzig, "I", Anne Mahon, "I", Sarah Bilodeau, "I", Cassandra Page, "I". In Favor (5), Against (0), Abstention (0)- *motion passed*

**CONFIRMATION OF NEXT MEETING:**

Thursday March 16, 2023- March Regular Meeting, Annual Plan

\*\*NOTE-quorum required- please contact Allison MacMartin with any scheduling conflicts

Thursday April 27, 2023- Tentative April Meeting

**ADJOURNMENT**

Anne Mahon motioned to approve; Gloria Leipzig seconded the motion. Roll call vote: Charles Lavery III, "I", Gloria Leipzig, "I", Anne Mahon, "I", Sarah Bilodeau, "I", Cassandra Page, "I". In Favor (5), Against (0), Abstention (0)- *motion passed*

*Meeting Adjourned: 6:10PM*