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MINUTES

BELMONT HOUSING AUTHORITY

Regular Meeting

Town Hall, Room 4

November 25, 2013

1. Attendance: The attendance was taken at 6:00 P.M. Commissioners Charles Lavery, Don Becker, Gloria Leipzig and Donna Brescia were present. Also present were the Executive Director, Donna Hamilton, and Anne Allen from the League of Women Voters.
2. Open Forum: There was no discussion under Open Forum this month.
3. Reading and Approval of the Minutes of the Meetings:

-October 28, 2013 Regular Meeting: A motion was made by Don Becker, seconded by Gloria Leipzig, to approve the Minutes of the October 28, 2013 Regular Meeting. The vote was unanimous (4).
4. Bills and Communications:

Revolving Fund: Checks #2140 through #2176: A motion was made by Don Becker, seconded by Gloria Brescia, to approve the checks on the Revolving Fund Warrant. The vote was unanimous (4).

4001:

MRVP – AHVP: Checks #89 through #90: A motion was made by Don Becker, seconded by Gloria Leipzig, to approve the checks on the MRVP–AHVP Warrant. The vote was unanimous (4).

689-1:

Section 8: EFT 11/1/2013: A motion was made by Don Becker, seconded by Gloria Leipzig, to approve the Section 8 EFT. The vote was unanimous (4).
5. Executive Director's Report:
 1. Board Reports: The board briefly discussed changing the format of the board reports to provide a more abbreviated summary of information.
 2. Accounts Receivable: The board agreed that the authority should only enter into court agreements rather than in-house agreements for the collection of rents.
 3. Annual Audit Inquiry Form: As part of the annual audit the board was asked to review several questions pertaining to the audit and if there were any particular concerns that they would like the auditors to address.

6. Agenda Items for Board Vote:

1. Vote to Approve Section 8 Utility Allowances and Section 8 Payment Standards:
The board reviewed the proposed Section 8 Utility Allowances and Payment Standards that pertain to the Section 8 Voucher Program. The utility allowances are used to determine a rent deduction to tenants for utilities that are not included in the lease and the payment standards are used to partially determine the amount of rent that is paid by the tenant to the landlord. A motion was made by Donna Brescia, seconded by Don Becker, to approve both the Section 8 Utility Allowances and Section 8 Payment Standards as presented. The vote was unanimous (4).

7. Report of Committees:

1. Belmont Housing Trust: Commissioner Gloria Leipzig told the board that the projects for both the authority and Belmont Housing Trust were approved by the Community Preservation Committee.
2. Community Preservation Committee: It was agreed that the Director would compile information concerning the approved projects and the amount of funding that has been approved for formula funding from the Department of Housing and Community Development in relation to the estimated cost and the number of projects. The information could potentially be used at Town Meeting.

8. Unfinished Business:

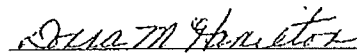
1. Housing Regionalization Legislation and Governance: The board discussed the proposed legislation and that there will most likely be some form of regionalization although the extent will be determined by the legislature.

9. New Business:

10. Next Meeting: The board agreed that the next board meeting would be held in the Town Hall at 6:00 p.m. on either Monday, December 9th or Monday, December 16th contingent upon the availability of the Belmont Housing Authority Fee Accountant to attend the budget meeting.
11. Adjournment: A motion was made by Don Becker, seconded by Donna Brescia, to adjourn the meeting at 6:45 p.m. The vote was unanimous (4). Upon a roll-call vote, the board voted to convene in executive session to discuss union negotiations and not to reconvene in open session at the close of the executive session. The vote was unanimous (4).

12. Executive Session:

1. Union Negotiations


Donna M. Hamilton, Executive Director

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