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MINUTES

BELMONT HOUSING AUTHORITY

Regular Meeting

Town Hall, Room 1

October 24, 2011

1. Attendance: The attendance was taken at 6:00 P.M. Commissioners Leo Saidnawey, Charles Laverty, Donna Brescia, Don Becker and Sallye Bleiberg were present. Also present were the Executive Director, Donna Hamilton; BHA Fee Accountants John Marotto and Shaun O'Keefe; Bob Perry, CFO of Work, Community, Independence; Anne Allen from the League of Women Voters and residents of Waverley Oaks Apartments.
2. Budget Meeting: The Belmont Housing Authority Fee Accountants provided the board with an overview of the FY 2012 budgets and further reviewed the reserves for each of the programs. It was noted that the reserves from the MRVP programs are primarily used to purchase office equipment. During the current fiscal year the Authority has also used it's reserves for property improvements in the 689-1 development that included new fire alarms and a new roof. There was also some further discussion concerning extraordinary maintenance and it was agreed that the Director would discuss reducing some of these costs, if possible, with the Maintenance Supervisor. A motion was made by Leo Saidnawey, seconded by Don Becker, to approve the budgets including a 2% increase for the administrative staff. The vote was unanimous (5).
3. Open Forum: Some of the residents of Waverley Oaks Apartments asked the board if they could continue to use the emergency doors to enter the buildings after the door alarms have been installed. It was decided that the Director would contact the Belmont Fire Department in order to determine if there are any regulations that might prohibit the use of or restrict access to these doors except under emergency situations.
4. Reading and Approval of the Minutes of the Meetings:

-September 26, 2011 Regular Meeting: A motion was made by Leo Saidnawey, seconded by Donna Brescia, to approve the minutes of the September 26, 2011 Regular Meeting. The vote was unanimous (5).
5. Bills and Communications:

Revolving Fund: Checks #789 through #843: A motion was made by Leo Saidnawey, seconded by Donna Brescia, to approve the checks on the Revolving Fund Warrant. The vote was unanimous (5).

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MRVP - AHVP: Checks #37 through #38: A motion was made by Leo Saidnawey, seconded by Donna Brescia, to approve the checks on the MRVP -AHVP Warrant. The vote was unanimous (5).

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5. Bills and Communications (Continued):

Section 8: EFT 10/1/2011: A motion was made by Leo Saidnawey, seconded by Donna Brescia, to approve the Section 8 EFT. The vote was unanimous (5).

6. Executive Director's Report: No discussion this month.

7. Agenda Items for Board Vote:

1. Vote to Approve Certificate of Final Completion for Belmont Village Boiler Replacement: A motion was made by Donna Brescia, seconded by Chuck Lavery, to approve the Certificate of Final Completion for the Belmont Village Boiler Replacement project. The vote was unanimous (5).

8. Unfinished Business:

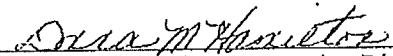
1. Discussion of Clark Lane Proposal: The board reviewed the proposed relocation of the Thomas Clark House. A motion was made by Don Becker, seconded by Donna Brescia, to oppose the project when it becomes official if it would create any significant traffic problems for residents of Clark Lane. The vote was unanimous (5).
2. Waverley Oaks Trapelo Road Sidewalks: No further discussion this month.
3. Vacancy and Turnover Procedures: The Authority will continue to review the work orders and the completion dates for further discussion.
4. Discussion of Solar Installations for Belmont Housing Authority Developments: It was agreed that Commissioner Don Becker would continue to review the solar options for Belmont Housing Authority.

9. New Business:

1. Discussion of Developing a List of Community Preservation Projects: Commissioner Donna Brescia requested that the board develop a list of Community Preservation projects that could be considered for funding. Because the projects can include acquisition, creation, preservation, restoration or rehabilitation, the Authority may be able to include the solar panels in the list of proposed projects.
2. Discussion of Belmont Housing Authority Trust Request for Project Based Vouchers: Commissioner Chuck Lavery discussed with the board the fact that the Belmont Housing Trust is working with other Towns to try to consolidate resources in order to consider various options for acquisition and/or development.

9. Next Meeting: The board agreed that the next board meeting would be held at 6:00 P.M. in Town Hall at 6:00 p.m. on Monday, November 28, 2011 and that the December meeting would be held at 6:00 p.m. on Monday, December 19, 2011.

10. Adjournment: A motion was made by Leo Saidnawey, seconded by Donna Brescia, to adjourn the meeting at 7:15 p.m. The vote was unanimous (5). Upon a roll-call vote, the board voted to convene in executive session to discuss maintenance union negotiations and that the Open Session would not reconvene at the close of the Executive Session. The vote was unanimous (5).


Donna M. Hamilton, Executive Director

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