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MINUTES

BELMONT HOUSING AUTHORITY

Regular Meeting

Town Hall, Room 1

March 8, 2012

1. Attendance: The attendance was taken at 6:00 P.M. Commissioners Sallye Bleiberg, Leo Saidnawey, Charles Lavery, Donna Brescia and Don Becker 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:  
  
-January 23, 2012 Regular Meeting: A motion was made by Leo Saidnawey, seconded by Charles Lavery, to approve the minutes of the January 23, 2012 Regular Meeting. The vote was unanimous (5).
4. Bills and Communications:  
  
Revolving Fund: Checks #1034 through #1096: A motion was made by Leo Saidnawey, seconded by Charles Lavery, to approve the checks on the Revolving Fund Warrant with the exception of check #1060 that had been voided. The vote was unanimous (5).  
  
4001:  
  
MRVP – AHVP: Checks #45 and Check #46: A motion was made by Leo Saidnawey, seconded by Charles Lavery, to approve the checks on the MRVP–AHVP Warrant. The vote was unanimous (5).  
  
689-1:  
  
Section 8: EFT 2/1/2012: A motion was made by Leo Saidnawey, seconded by Donna Brescia, to approve the Section 8 EFT. The vote was unanimous (5).
5. Executive Director's Report: No discussion this month.
6. Agenda Items for Board Vote: There were no agenda items requiring a board vote this month.
7. Report of Committees: No discussion this month.

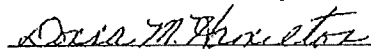
8. Unfinished Business:

1. Waverley Oaks Trapelo Road Sidewalks: The discussion of the Trapelo Road sidewalks was tabled until the next meeting.
2. Vacancy and Turnover Procedures: The discussion of the vacancy and turnover procedures was tabled until the next meeting.
3. Discussion of Solar Installations for Belmont Housing Authority Developments: The discussion of solar installations was tabled until the next meeting.
4. Discussion of Developing a List of Community Preservation Projects: The discussion of community preservation projects was tabled until the next meeting.
5. Discussion of DHCD Budget Certification: The budget certification was discussed in relation to the Globe inquiry.

9. New Business:

1. Budget Certification and Globe Inquiry: The board discussed the budget certification and the Globe inquiry concerning housing authorities that had not submitted the budget certification. Due to the fact that dhcd had initially indicated that both the Authority and the Fee Accountant had to *jointly certify* the information, there was considerable confusion with regard to the process since the form had been modified a number of times and did not include a designated line for the Fee Accountants to sign. The Director further explained that because the Belmont Housing Authority Fee Accountant could not be contacted this created some additional confusion as well. Because of the fact that the board had signed the Budget Certification prior to the submission date, the Director contacted dhcd and clarified the issue with them. The Director will also follow-up with dhcd to confirm that the authority will not be penalized for the delay.
2. John Marotto's Involvement with the Former Director of the Chelsea Housing Authority: The board discussed the current Accounting Firm's affiliation with Chelsea Housing Authority and combined with the fact that it appears that the business might have been sold, it was decided that the Authority would interview other Fee Accountants. The Director had also contacted some other housing authorities in order to create a list of Fee Accountants. A motion was made by Donna Brescia, seconded by Leo Saidnawey, that the Authority would interview three new Fee Accountants by the next meeting. The vote was unanimous. It was further agreed that Commissioner Donna Brescia would work with the Director during the process of selecting Fee Accountants to interview. The Director will provide the board with a copy of the current Contract for Accounting Services. A motion was made by Leo Saidnawey, seconded by Donna Brescia, that the Chairman and Commissioner Don Becker would read the contract and then contact the Director to determine if it is necessary for the Attorney to review it. The vote was unanimous (5).

10. Next Meeting: The board agreed that the February board meeting would be held in the Town Hall at 6:00 p.m. on Tuesday, April 3, 2012.
  
11. Adjournment: A motion was made by Don Becker, seconded by Leo Saidnawey, to adjourn the meeting at 6:20 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.

  
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Donna M. Hamilton, Executive Director

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