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MINUTES

BELMONT HOUSING AUTHORITY

Regular Meeting

Town Hall, Room 1

July 25, 2011

1. Attendance: The attendance was taken at 6:00 P.M. Commissioners Leo Saidnawey, Charles Laverty, Donna Brescia and Sallye Bleiberg were present. Also present were the Executive Director, Donna Hamilton, and Anne Allen from the League of Women Voters. Commissioner Don Becker was absent.

2. Open Forum: No discussion this month.

3. Reading and Approval of the Minutes of the Meetings:

-June 20, 2011 Regular Meeting: A motion was made by Leo Saidnawey, seconded by Donna Brescia, to approve the minutes of the June 20, 2011 Regular Meeting. The vote was unanimous (4).

4. Bills and Communications:

Revolving Fund: Checks #627 through #685: A motion was made by Leo Saidnawey, seconded by Donna Brescia, to approve the checks on the Revolving Fund Warrant. The vote was unanimous (4).

4001:

MRVP – AHVP: Checks #31 and #32: A motion was made by Leo Saidnawey, seconded by Donna Brescia, to approve the checks on the MRVP – AHVP Warrant. The vote was unanimous (4).

689-1:

Section 8: EFT 7/1/2011: A motion was made by Leo Saidnawey, seconded by Donna Brescia, to approve the Section 8 EFT. The vote was unanimous (4).

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

6. Agenda Items for Board Vote:

1. Board Vote to Authorize Expenditure of Formula Funding: Because the submission of the Belmont Housing Authority Capital Improvement Plan is contingent upon the Executive Director attending dhcd training sessions during the Summer, a board vote is required to utilize formula funding until the CIP has been submitted to and approved by dhcd. Since the board had previously approved the electrical upgrades at Belmont Village, a motion was made by Leo Saidnawey, seconded by Donna Brescia, to approve the expenditure of formula funding for the replacement of the existing underground cables at Belmont Village. The vote was unanimous (4).

7. Unfinished Business:

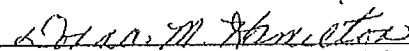
1. Waverley Oaks Trapelo Road Sidewalks: Commissioner Donna Brescia attended a Selectmen's meeting concerning this matter and had been advised to submit a letter.
2. Vacancy and Turnover Procedures: There was a brief discussion about whether the percentage of maintenance tasks involve skilled labor. **The Director will review some of the work orders to try to determine the level of skills that are most often needed by the maintenance department.**

8. New Business:

1. Discussion of Meet Belmont: It was agreed that Commissioner Sally Bleiberg would represent the Belmont Housing Authority contingent upon when the event is scheduled.

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, September 26, 2011.

10. Adjournment: A motion was made by Leo Saidnawey, seconded by Donna Brescia, to adjourn the meeting at 6:17 p.m. The vote was unanimous (4). 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 (4).

  
Donna M. Hamilton, Executive Director

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