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MINUTES

BELMONT HOUSING AUTHORITY

Regular Meeting

Town Hall, Room 1

September 26, 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, Anne Allen from the League of Women Voters and Residents from Royal Road.
2. Open Forum: Some of the residents from Royal Road expressed their concerns about the proposed Clark House Plan that would incorporate new houses, a new road and a parking lot. Because the Belmont Housing Authority owns property on Clark Lane, the residents from Royal Road wanted to make the Authority aware of their concern that the proposed plan would narrow Clark Street and make the pedestrian bridge an active road. **It was agreed that the Director would contact the Community Development Director with regard to parking spaces and that the vendor for Clark Lane would be invited to attend the next board meeting.**
3. Reading and Approval of the Minutes of the Meetings:

-July 25, 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 (5).
4. Bills and Communications:

Revolving Fund: Checks #679 through #788: A motion was made by Leo Saidnawey, seconded by Don Becker, to approve the checks on the Revolving Fund Warrant. The vote was unanimous (5).

4001:

MRVP – AHVP: Checks #33 through #36: A motion was made by Leo Saidnawey, seconded by Don Becker, to approve the checks on the MRVP – AHVP Warrant. The vote was unanimous (5).

689-1:

Section 8: EFTs 8/1/11 through 9/1/2011: A motion was made by Leo Saidnawey, seconded by Don Becker, to approve the Section 8 EFTs. The vote was unanimous (5).

Upon further discussion, the board agreed that they do not need to receive a copy of the check detail on a monthly basis although they will continue to receive a copy of the check register that lists all of the checks that need to be approved on the Warrants. Copies of any additional information however, will be made available to the board upon request.

5. Executive Director's Report:

1. Discussion of Approval of Funds for Waverley Oaks Apartments: The board agreed to authorize an expenditure of up to \$150.00 for the residents of Waverley Oaks Apartments in order to promote increased tenant participation and involvement in Waverley Oaks related issues. Since the board had previously authorized increased security provisions within this development, the Director confirmed that the residents had been notified of the proposed plan at the monthly meeting. The board further authorized the expenditure of up to \$400.00 per alarm if the Authority could find an alarm system that would continue to sound, up to fifteen (15) minutes, until the problem had been corrected. Commissioner Leo Saidnawey also offered to loan the authority a security camera in order to try to detect if there is a problem with non-residents using the dumpster.

6. Agenda Items for Board Vote: There were no items for a board vote this month.

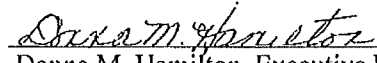
7. Unfinished Business:

1. Waverley Oaks Trapelo Road Sidewalks: The board briefly discussed that Commissioner Donna Brescia was waiting to hear from Town Administrator, Tom Younger, with regard to being put on the Selectmen's meeting agenda and that sending emails might help further this request.
2. Vacancy and Turnover Procedures: The Chairman provided the board with an overview of the apartment vacancies including a graph that also indicated the length of the vacancies, the average number of days for apartment repairs, the number of man hours and the number of work orders. The board agreed that the authority would review various options including contract costs although these expenses would need to be considered in relation to rents and other budget constraints. The authority will also schedule a union meeting prior to the next monthly Board meeting.

8. New Business:

1. Discussion of Solar Installations for Belmont Housing Authority Developments: Commissioner Don Becker discussed the energy and cost savings associated with Solar energy. Since the authority would have to use it's formula funding for this project, it was decided that any authority solar replacement projects would have to also incorporate funding for roof replacement as well. It was further discussed that because of the amount of shade at Waverley Oaks Apartments, it is unlikely that this would be an eligible project. It was agreed that Commissioner Don Becker and the Director would continue to get information for the board to review. The authority will also inquire about Community Preservation as an additional source of possible funding. It was further suggested that the initial step would be to obtain a satellite survey of Sherman Gardens Apartments and Belmont Village providing that this would be at no cost to the Authority.

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, October 24, 2011.
10. Adjournment: A motion was made by Leo Saidnawey, seconded by Don Becker, to adjourn the meeting at 7:30 p.m. The vote was unanimous (5).


Donna M. Hamilton, Executive Director

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