

MINUTES

BELMONT HOUSING AUTHORITY

Regular Meeting
February 23, 2009

59 Pearson Road

1. Attendance: The attendance was taken at 6:15 P.M. Commissioners Sallye Bleiberg, Ann Verrilli, Don Becker and James Murphy were present. Also present were the Executive Director, Donna Hamilton; Anne Allen from the League of Women Voters and residents of Belmont Village. Commissioner Leo Saidnawey was absent.

2. Meeting with State Representative Will Brownsberger: State Representative Will Brownsberger asked if there were any other issues or concerns from the housing authority. **As a follow-up to a previous discussion of the proposed lifts for Sherman Gardens and Waverley Oaks Apartments, a copy of the October Monthly Report from the Director will be forwarded to State Representative Brownsberger and Commissioner**

Ann Verrilli. There was also some further discussion and an update on the modernization projects that had been supported by Representative Brownsberger who had strongly advocated for the necessary funding for the projects that included Fire Alarms at both elderly developments; new steps at Sherman Gardens Apartments; additional parking at Waverley Oaks Apartments; and a comprehensive study and resolution of the insulation/heating issues at Belmont Village. The need for additional insulation at both Sherman Gardens and Waverley Oaks Apartments was also briefly discussed. **It was further agreed that Commissioner James**

Murphy would discuss his recommendations for the Belmont Village insulation project with the Architect for the project. The Housing Authority will also offer to assist residents with programmable thermostats.

The Director will contact MassNAHRO about the monthly newsletter being sent via email to the board.

3. Meeting with Residents of Belmont Village: One of the residents had questions about the Belmont Village Parking Policy and was referred to the office for confirmation of the waiting list for additional parking spaces.

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

-January 26, 2009 Regular Meeting: A motion was made by Sallye Bleiberg, seconded by Ann Verrilli, to approve the minutes of this meeting. The vote was unanimous (3).

5. Bills and Communications:

Revolving Fund: Checks #13797 through #13849: A motion was made by Sallye Bleiberg, seconded by Ann Verrilli, to approve the checks on the Revolving Fund Warrant. The vote was unanimous (3).

4001:

MRVP-AHVP: Checks #1587 and #1588: A motion was made by Sallye Bleiberg, seconded by Ann Verrilli, to approve the checks on the MRVP-AHVP Warrant. The vote was unanimous (3).

689-1:

Section 8: EFT – 2/1/2009: A motion was made by Sallye Bleiberg, seconded by Ann Verrilli, to approve the Section 8 EFT. The vote was unanimous (3).

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6. Agenda Items for Board Vote:

1. Section 8 Utility Allowances: A motion was made by Sallye Bleiberg, seconded by Ann Verrilli, to approve the new Section 8 Utility Allowances as written. The vote was unanimous (3).

7. Executive Directors' Report:

1. Apartment Vacancies
2. Monthly Revenue Collection Report
 - Meetings with Belmont Village, Sherman Gardens and Waverley Oaks Apartments
 - Update on Modernization Projects
 - Variance Reports: It was noted that due to the fact that certain items may appear to be over budget due to the fact that some expenses are billed monthly and others are billed quarterly.
The Director will follow-up on the maintenance overtime, extraordinary maintenance and maintenance labor costs being over budget.

8. Report of Committees:

- Belmont Housing Trust: The next meeting will be held on February 24, 2009.

9. Unfinished Business :

10. New Business:

2. Charges for Fire Alarms: Commissioner Don Becker indicated that he had been contacted in connection with a recent damage charge that had been sent to a resident. **It was agreed that the resident should contact either the Director or the office in order to obtain an itemized list of the charges and/or the reasons for these charges.**

2. Monthly Information for Board: **In the future, the monthly information to the Board will be sent simultaneously rather than at different times prior to the meeting.**

3. Request to Use Waverley Oaks Community Room: **The Director will notify Waverley Woods that they would either be required to provide liability insurance to use the community room unless they are invited by the residents of Waverley Oaks Apartments to use the community room for joint functions.** In either case, residents of Waverley Oaks Apartments must be able to have access to the community room during any of these activities.

11. Next Meeting: The next meeting will be held at 6:15 pm on Monday, March 23, 2009 at Belmont Village.

12. Adjournment: A motion was made by Sallye Bleiberg and Ann Verrilli, to adjourn the meeting at 8:20 P.M. The vote was unanimous (3).

Director

Donna M. Hamilton, Executive

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