

MINUTES

BELMONT HOUSING AUTHORITY

Regular Meeting

Sherman Gardens Apartments

April 26, 2010

1. Attendance: The attendance was taken at 6:00 P.M. Commissioners Don Becker, Sallye Bleiberg, Ann Verrilli and Donna Brescia were present. Also present were the Executive Director, Donna Hamilton; Anne Allen from the League of Women Voters; and residents of Sherman Gardens Apartments. Commissioner Leo Saidnawey was absent.
2. Meeting with Residents of Sherman Gardens Apartments: The residents in attendance indicated that they were happy with the development and had no issues to discuss with the board.

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

-March 22, 2010 Regular Meeting: A motion was made by Ann Verrilli, seconded by Sallye Bleiberg, to approve the minutes of the meeting. The vote was unanimous (4).

4. Bills and Communications:

Revolving Fund: Checks #14516 through #14560: A motion was made by Sallye Bleiberg, seconded by Ann Verrilli, to approve the checks on the Revolving Fund Warrant. The vote was unanimous (4).

4001:

MRVP – AHVP: Checks #1 through #2: A motion was made by Sallye Bleiberg, seconded by Ann Verrilli, to approve the checks on the MRVP – AHVP Warrant. The vote was unanimous (4).

689-1:

Section 8: EFT 4/1/2010: A motion was made by Sallye Bleiberg, seconded by Ann Verrilli, to approve the Section 8 EFTs. The vote was unanimous (4).

5. Executive Director's Report:

1. Waverley Oaks Paving/Parking: A motion was made by Sallye Bleiberg, seconded by Ann Verrilli to approve the Certificate of Final Completion for Aqua Line Utility, Incorporated. The vote was unanimous (4).

The BHA will post a notice in the buildings at Waverley Oaks Apartments that the entrance to the new parking area is through Olmstead Drive. As the parking needs increase again, the BHA will also include a reminder in the regular mailings to the residents about the availability of the additional parking.

5. Executive Director's Report (Continued):

- Maintenance Accident: In order to resolve a recent accident claim, a motion was made by Sallye Bleiberg, seconded by Ann Verrilli, to pay \$193.22 for repairs to the owner of a second vehicle that was involved in an accident with the BHA maintenance truck. The vote was unanimous (4). The repairs to the other vehicle were minor and there was no damage to the maintenance truck. The owner of the other vehicle also agreed to sign a waiver regarding the incident.

6. Agenda Items for Board Vote:

2 Board Vote to Accept Bid for P.J. Dionne Co. for Belmont Village Heating Systems:

A motion was made by Sallye Bleiberg, seconded by Ann Verrilli, to accept the Bid for P.J. Dionne Co. for the replacement of Heating Systems at Belmont Village. The vote was unanimous (4).

- Board Vote to Approve CFA Amendment for \$895,170.00 for Belmont Village Heating Systems: A motion was made by Sallye Bleiberg, seconded by Ann Verrilli, to approve the Contract for Financial Assistance Amendment in the amount of \$895,170.00. The vote was unanimous (4).

- Board Vote to Approve CFA Amendment for \$202,514.40 for Belmont Village Heating Systems: A motion was made by Sallye Bleiberg, seconded by Ann Verrilli, to approve the Contract for Financial Assistance Amendment for soft costs in the amount of \$202,514.40. The vote was unanimous (4).

d Board Vote to Accept Dayco Construction, Inc. for Sherman Gardens Apartments Steps: A motion was made by Sallye Bleiberg, seconded by Ann Verrilli, to accept the lowest and responsible bid for the replacement of outside steps at Sherman Gardens Apartments from Dayco Construction, Inc. The vote was unanimous (4).

7 Board Vote to Approve CFA Amendment for \$111,087.50 for Sherman Gardens Apartments Steps: A motion was made by Sallye Bleiberg, seconded by Ann Verrilli, to approve the Contract for Financial Assistance Amendment in the amount of \$111,087.50 for the replacement of outside steps at Sherman Gardens Apartments. The vote was unanimous (4).

- f) Board Vote to Approve CFA for \$12,500.00 for Belmont Village Underground Cables: A motion was made by Sallye Bleiberg, seconded by Ann Verrilli, to approve the Contract for Financial Assistance in the amount of \$12,500.00 for initial costs associated with the replacement of underground cables at Belmont Village. The vote was unanimous (4).

As soon as the work is scheduled, the Director will confirm the start and end dates for each of the projects.

The Director will also confirm ownership of the sloped area behind Waverley Oaks Apartments for the next board meeting.

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7. Report of Committees:

1. Belmont Housing Trust: Commissioner Ann Verrilli updated the board on the status of the joint organization that has recently been established between Belmont, Lexington, Waltham and Watertown. The BHT may later also consider some future involvement in the Community Preservation Act. Commissioner Ann Verrilli may also be able to obtain some data on the need for additional non-elderly Section 8 Vouchers in connection with the NOFA for Non-Elderly Persons with Disabilities.

8. Unfinished Business:

1. Maintenance Labor Rates: **The Director will email Representative Brownsberger concerning the impact that the maintenance labor rates will have on the overall budget for local housing authorities.**

1 New Business:

10. Next Meeting: It was agreed that the next regular meeting of the Authority will be held at 6:00 p.m. on May 24th at Waverley Oaks Apartments.

11. Adjournment:

A motion was made by Sallye Bleiberg, seconded by Ann Verrilli, to adjourn the meeting at 6:50 P.M. The vote was unanimous (4).

Donna M. Hamilton, Executive Director

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