

MINUTES

BELMONT HOUSING AUTHORITY

Regular Meeting
June 23, 2008

59 Pearson Road

1. Attendance: The attendance was taken at 6:15 P.M.
Commissioners Don
Becker, Sallye Bleiberg, Leo Saidnawey and Ann Verrilli were present.
Also present were the Executive Director, Donna Hamilton; Anne Allen from the League of Women Voters and residents of Belmont Village. Commissioner James Murphy was absent.
2. Meeting with Residents of Belmont Village: It was noted that some windows had been left open in a vacant apartment and that the office and the maintenance department had been notified.
3. Reading and Approval of the Minutes of the Meetings:

-May 28, 2008 Regular Meeting: A motion was made by Don Becker, seconded by Sallye Bleiberg, to approve the minutes of this meeting.
The vote was unanimous (3).
4. Bills and Communications:

Revolving Fund: Checks #13334 through #13380: A motion was made by Don Becker, seconded by Sallye Bleiberg, to approve the checks on the Revolving Fund Warrant. The vote was unanimous (3).

4001:

MRVP-AHVP: Checks #1571 through #1572: A motion was made by Don Becker, seconded by Sallye Bleiberg, to approve the checks on the MRVP-AHVP Warrant.

689-1: The vote was unanimous (3).

Section 8: EFT - 6/1/2008: A motion was made by Don Becker seconded by Sallye Bleiberg, to approve the Section 8 EFT. The vote was unanimous (3).

5. Action Items from April 23, 2008 and May 28, 2008 Regular Meeting:

In accordance with the recent discussion and decision of the board at the April 23, 2008 Regular Meeting, the Board will continue to receive a written report of any items that would otherwise be incorporated into the agenda under Action Items or the Executive Director's Report. In this months' report, the updates on the status of the Action Items from the April 23, 2008 and the May 28, 2008 Regular Meeting included the estimates for landscaping and repair of clothes yards, maintenance inspections for water saving repairs/replacement initiatives, Blood Pressure Clinics for Sherman Gardens and Waverley Oaks Apartments, water runoff at Waverley Oaks Apartments, the new BHA website, recent traffic issues at Belmont Village and No Trespass Notices.

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6. Executive Director's Report:

The agenda items in the written report of the Executive Director's Report included an update on the apartment vacancies, monthly revenue collection report, meetings with Sherman Gardens Apartments, Waverley Oaks Apartments and Belmont Village, the current status of all modernization projects, the Contract for the BHA Fee Accountant, the ongoing list of activities for Town Report, a report on the MassNAHRO Conference, meeting with Tom Wade, an update on the resident surveys and a request for modifications from WCI.

Commissioner Don Becker, suggested that the website address for the Authority might be changed to *belmonthousingauthority*, *belmonthousauth* *belmonthousingma*. The Director will refer this question to the BHA Webmaster.

The Director will also be meeting with Tom Wade on July 1st and will update the Board concerning this matter.

The Board briefly discussed the requested modifications for Clark Lane and it was decided that these could proceed providing that the price does not exceed \$5,000.00, in which case, the Board would have to authorize the increased expenditure.

In response to a previous request to have the BHA project-base two of their Section 8 Housing Choice Vouchers, the Director will follow-up again with the Beaverbrook Step to discuss the possibility of applying for some additional federal funds that could be used for this purpose.

7. Report of Committees:

- Belmont Housing Trust:

2 Sub-Committee on Maintenance: **The Board agreed that this item would be removed from the agenda until such time as there is more information available.**

8. Unfinished Business:

1. DHCD Mixed-Finance Program Planning Grant: **After the meeting with DHCD and MHP to discuss mixed financing, the Director will provide a report to the Board detailing the feasibility of this program in each of the developments.**

9. New Business:

- 3 Rent Write-Offs: **The Board agreed that at the next meeting, the Director will confirm the rent write-offs for the last fiscal year in order to provide a comparison with the current amount.**

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9. New Business (continued):

- Legal Expenses: **In order to help the Board understand the cost benefit of the authorities' legal expenses, the current report should be updated to include the nature of the litigation, legal issues and any arrearages that might be involved in each of the cases. The Director will also check with some other authorities, including Watertown, to determine the BHAs' legal costs in comparison to other authorities.**
 - PHA Plan: **The Board will contact the Director with regard to any revisions or changes to the current PHA Plan.**
 - Chain Link Fence at Waverley Oaks Apartments: **The Director will ask the maintenance department to put the chain link fence back up to prevent unauthorized parking behind the development.**
- 6 BHA Fee Accountant: It was agreed that Commissioner Ann Verrilli would continue to work with the Director on this committee.

10. Next Meeting: The Board agreed that the next regular meeting would be held at 6:15 P.M., on August 11th at either Sherman Gardens Apartments or Waverley Oaks Apartments contingent upon where the last board meeting was held.

11. Adjournment: A motion was made by Sallye Bleiberg, seconded by Don Becker, to adjourn the regular meeting at 7:45 P.M. The vote was

unanimous (4). Upon a roll-call vote, the Board agreed to
convene
in executive session and that the meeting would not reconvene
in open
session.

Executive Director

Donna M. Hamilton,

a true copy