



MINUTES

Regular Meeting

Virtual Zoom Meeting

November 17, 2022

ATTENDANCE-

Board of Commissioners in Attendance- Gloria Leipzig, Charles Laverty III, Anne Mahon, Sarah Bilodeau, Cassandra Page

* Sarah Bilodeau arrived at 5:02PM, Anne Mahon arrived 5:15PM

Cambridge Housing Authority Staff in Attendance- Allison MacMartin, Michael Johnston, Brenda Downing, John Filip, Karrie Canavan, Sara Vogel

Tenant Association Members in Attendance- Sally Sennott, Robyn Larsen, Lynn Martin

Also in Attendance- housing authority residents and members of the public

Meeting was called to order by Board of Chair, Charles Laverty III at 5:01PM

OLD BUSINESS-

1. Redevelopment Project Updates- unfortunately, a scheduling conflict prevented the redevelopment team from attending. They are hoping to provide an update during the December Board Meeting and request an updated letter of support from the Housing Trust to include in the 12/5/22 CPA Funding Submission.
2. On 10/12/22 DHCD released notices of funding availability for public housing repositioning, recapitalization, and federalization. CHA will evaluate and potentially apply for this funding in 2023.
3. Belmont Village- the architect provided modernization cost estimates. Next steps will involve a survey then the scope of work can be submitted.

NEW BUSINESS-

Executive Director's Report, Allison MacMartin

1. Staffing Update- the open maintenance position was filled. Jose Maldonado started November 1, 2022 and seems to be a great fit. Once the previous meeting minutes are approved, we will submit for additional RSC funding.
2. Rent Collections- the BHA resumed standard rent collection practices. Everyone with balances had a meeting with staff to attempt to resolve the arrearage. Several residents had balances that were too large to arrange a repayment plan; these residents were served an NTQ which will give them the opportunity to apply for RAFT funding. We are hoping to see these balance start to resolve in the next few months.
 - a. Sarah Bilodeau, question about funding resources and eviction process. Allison MacMartin, *response-* some tenants will be able to receive funding through RAFT, and some will go to court where there will be opportunity for mediation prior to eviction. The RSC is actively working with residents who have rental arrears to pursue RAFT and other emergency funding options.
 - b. Gloria Leipzig, Cassandra Page, and Sarah Bilodeau questions about the repayment plans and any additional supports available post-eviction. Allison MacMartin, *response-* Some residents are opting to pursue RAFT while others are not eligible and/or choose to pursue an in-house repayment agreement. Once an eviction has been issued the household is no longer eligible for our assistance, but we can direct them towards other resources.
 - c. Mike Johnston, clarification: non-payment for eviction is a challenging situation and we have a commitment to every family we serve. We are dealing with families who may be in vulnerable populations, but we must ensure that every resident is treated the same. We meet with residents to ensure that the arrears are accurate and to attempt to enter a repayment arrangement. If an arrangement cannot be reached, we issue an NTT 30-day notice, and nothing gets entered into court for those 30 days. After that time, the case is sent to legal services for assistance. The last thing we want to do is evict someone, and we work with residents prior to and throughout the 30-day window to try to resolve this before it goes to court, but if it cannot be resolved, we need to push for court action.
3. Belmont Housing Production Plan Focus Group – MetroWest hosted a focus group at Waverly Oaks to get feedback for the Belmont Housing Production Plan, which covers 5 years of affordable unit planning in Belmont. As we look to add to the affordability index through redevelopment, the production plan can help build town support for the upcoming projects

BOARD COMMENTS-

Gloria Leipzig, question about work orders and inspections. Allison MacMartin, *response-* we continue to do unit inspections, and we are finding fewer maintenance needs during reinspection this year.

TENANT ASSOCIATION

Brought forward a petition to request additional exterior lighting at Waverly Oaks with a request to add cameras to prevent vandalism. The Board asked that the Association direct the request towards the management staff for discussion prior to bringing it before the Board.

PUBLIC COMMENT

No comment

ITEMS FOR APPROVAL

1. October Regular Meeting Minutes (10/20/22)

Anne Mahon motioned to approve; Sarah Bilodeau seconded the motion. Roll call vote: Charles Lavery III, "I", Gloria Leipzig, "abstain", Anne Mahon, "I", Sarah Bilodeau, "I", Cassandra Page, "abstain". In Favor (3), Against (0), Abstention (2)- *motion passed*

2. Application_Certification_Payment-026071-2

Anne Mahon motioned to approve; Gloria Leipzig seconded the motion. Roll call vote: Charles Lavery III, "I", Gloria Leipzig, "I", Anne Mahon, "I", Sarah Bilodeau, "I", Cassandra Page, "I". In Favor (5), Against (0), Abstention (0)- *motion passed*

3. Certificate_Of_Final_Completion-026069-6929

Anne Mahon motioned to approve; Cassandra Page seconded the motion. Roll call vote: Charles Lavery III, "I", Gloria Leipzig, "I", Anne Mahon, "I", Sarah Bilodeau, "I", Cassandra Page, "I". In Favor (5), Against (0), Abstention (0)- *motion passed*

4. Section 8 Administrative Contract – Dedham Housing Authority

Anne Mahon motioned to approve; Gloria Leipzig seconded the motion. Roll call vote: Charles Lavery III, "I", Gloria Leipzig, "I", Anne Mahon, "I", Sarah Bilodeau, "I", Cassandra Page, "abstain". In Favor (4), Against (0), Abstention (1)- *motion passed*

5. Day After Thanksgiving Office Closure

Anne Mahon motioned to approve; Gloria Leipzig seconded the motion. Roll call vote: Charles Lavery III, "I", Gloria Leipzig, "I", Anne Mahon, "I", Sarah Bilodeau, "I", Cassandra Page, "No". In Favor (4), Against (1), Abstention (0)- *motion passed*

*Note*Allison MacMartin recommended the day off and confirmed a staff person will be available for emergency maintenance needs

CONFIRMATION OF NEXT MEETING: Thursday December 15, 2022 at 5pm via remote access

ADJOURNMENT

Gloria Leipzig motioned to approve; Anne Mahon seconded the motion. Roll call vote: Charles Lavery III, "I", Gloria Leipzig, "I", Anne Mahon, "I", Sarah Bilodeau, Cassandra Page, "I". In Favor (5), Against (0), Abstention (0)- *motion passed*

Meeting Adjourned: 5:55pm