

MINUTESRegular Meeting Virtual Zoom Meeting November 18, 2021

Meeting was called to order by Board Chair Gloria Leipzig at 5:01pm.

1. Attendance: The attendance was taken. Commissioners, Gloria Leipzig, Charles R. Laverty, III, Anne Mahon, Sarah Bilodeau, and Cassandra Page were present. Present from the Cambridge Housing were Kevin Braga, Karrie Canavan, Allison MacMartin, and Sarah Cummings. Also present were housing authority residents/members of the public.
2. New Business a. Executive Director's Report
 - a. Belmont Village Projects Update
 - i. 3 Bedroom Exhaust Fans: Coming to a close. All correct switches installed and final inspections are being conducted.
 - ii. 15 Bradley Road: Notice to proceed with construction. Permits pulled and out today doing demolition. Back online in early 2022.
 - iii. Lighting: All lights updated to LED. NO additional lighting yet. Additional lighting is a longer scope project.
 - b. CPA Application Update: Initial meeting last week. November 29th is when final application is due. Margaret Moran. Might require a special meeting as it needs to be approved by the Board.
 - c. ARPA Funding Update: The town has submitted on the BHA's behalf. Confident funds will come through.
 - d. SHERA Update; Continuing to submit on monthly basis. \$106,000. Already approved. \$8,000.00 pending and expected to be approved. SHERA is good for 18 months for each individual resident claim/until money runs out. The expectation is that it will run through June 2022.
 - e. Bylaws Timeline: Reached out to TA to set o a meeting to go over Bylaw revisions, Will take their proposal. Will take the new draft to the December meeting. Then will send draft to all BHA residents. Wil give residents a few weeks and will bring the final draft to the Board for a vote at the January meeting.

*Gloria Leipzig: Resident Services Coordinator no longer with BHA. Need to hire new RSC. Allison MacMartin: Will continue to run the programs and initiatives that were put in place. In process of recruiting.

* Incomplete work orders: These have increased because BHA has started to conduct annual unit inspections. Each deficiency found is put in as an individual work order.
 - f. Day After Thanksgiving (11/26) Recommendation: CHA/Mike Johnston has given CHA employees this day off. Recommend that this is also extended to BHA employees as well. There will be an on-call maintenance employee scheduled at BHA.



- f. Certificate of Substantial Completion – Belmont Village (Project #026070): Anne Mahon motioned to approve. Charles Lavery seconded this motion. Roll call vote: Anne Mahon, “I”, Charles Lavery, “I”, Cassandra Page, “I”, Sarah Bilodeau, “I”, Gloria Leipzig, “I”. *All in favor (5), motion passed.*
 - g. Certificate of Substantial Completion – Belmont Village (Project #026044): Anne Mahon motioned to approve. Charles Lavery seconded this motion. Roll call vote: Anne Mahon “I”, Charles Lavery, “I”, Cassandra Page, “I”, Sarah Bilodeau, “I”, Gloria Leipzig, “I”. *All in favor (5), motion passed.*
 - h. One Year Contract - Belmont-Dedham Administration of Section 8 Voucher Program – 2022: Anne Mahon motioned to approve. Charles Lavery seconded this motion. Roll call vote: Anne Mahon, “I”, Charles Lavery, “I”, Sarah Bilodeau, “I”, Gloria Leipzig, “I”, Cassandra Page “abstain”. *In favor (4), abstention (1), motion passed.*
6. Confirmation of next meeting: Need to schedule special meeting for CPA application approval: Tuesday, November 23, 2021 8:00AM. Regular Board meeting: Thursday, December 16, 2021 5:00PM
7. Adjournment: Anne Mahon Motioned to Adjourn. Cassandra Page seconded this motion. The meeting was adjourned at 5:38PM. *All in favor (5), meeting adjourned.*