



BHA Regular Meeting of the Board of Commissioners  
February 25 , 2019  
22 Willowbrook Drive, Bennington, VT 05201  
Minutes

---

BOARD MEMBERS PRESENT: Sandra Besset, Chair; Nancy Messina; Paul Walden; Kristi Pepoon; Sharyn Brush; Jonathan Ryan, Secretary

ALSO PRESENT: Penny Taylor - Director of HCV / Section 8 Program; Dack Lauzon - Director of Facilities Management & Capital Fund; Laticia Gordon - Administrator;

A quorum being present; Nancy called the meeting to order at 5 p.m.

Agenda Item 1- Minutes of prior meeting:

After reviewing draft Minutes of the prior meeting, and upon motion of Sharyn Brush, seconded by Kristi Pepoon, it was unanimously

RESOLVED, that the Minutes of the January 2019 meeting are approved as submitted as an accurate record of that meeting to become a part of the records of the BHA.

Agenda Item 2- Executive Director Report:

Jonathan presented the budget comparisons for FY 2018 and 2019. Various discussions ensued, including a question from Sharyn relative to rooftop solar panels.

Jonathan also presented the newest audit findings, highlighting the improvements in BHA results.

The Board accepted the report.

Agenda Item 3- Staff Reports:

- a. Section 8 report: Penny submitted the February 2019 voucher report for discussion, and gave an overview of the existing programs at BHA. She and Jonathan also detailed various proposed trainings for Board participation.
- b. Facilities Report: Dack submitted his facilities report, highlighting work with an engineer on the new Beech Court playground plans. He noted that work orders are being processed more quickly, to reduce any backlog potential.

All staff reports were accepted with thanks to the staff from the Board.

Agenda Item 4- Financials:

The Board reviewed the delinquency reports submitted. Kristi suggested that it would be helpful for the delinquency report to break down the balance due into categories such as: past due; current rent;

repayment agreement amount; legal fees; etc. It was also noted that the Board would like to see a delinquency report for Brookside at their next meeting.

#### Agenda Item 5 : Resident Advisory Board

Upon presentation of the slate of nominees for the Resident Advisory Board (RAB), and after discussion relative to the functions of the RAB, it was, upon motion by Kristi and duly seconded by Sharyn, unanimously

RESOLVED, that a Resident Advisory Board for this organization shall consist of the following persons: David LaGrange, Bill Clark, Susan Pendlebury, Rose Aiken, Jane Borden and Bridgette Walden, all of whom are tenants who will assess and review the Annual and Five Year Plans, as well as the RAD conversion proposal, pursuant to regulations promulgated by HUD for these purposes.

#### Agenda Item - Amendment to Section 8 Administrative Plan:

After considering the amendment to the Plan in proposed Resolution #473,, and the insertion of the “very low” income standard into that plan, it was, upon motion duly made by Sharyn and seconded by Kristi, unanimously

RESOLVED, that the Section 8 Administrative Plan shall be and is hereby amended in accordance with Resolution #473 of the records of BHA to be given full force and effect immediately.

Agenda Item 7- Setting of next meeting date: The next meeting was set for Monday, March 18, commencing at 5pm in the Willowbrook Community Room.

Agenda Item 8- Other Business: None

Agenda Item 9- Public comment: None

Agenda Item 10- Executive Session:

There being certain personnel matters to be confidentially discussed by the Board, it was moved by Sharyn and seconded by Kristi to adjourn to Executive Session for consideration of those matters. The motion to retire to Executive Session was unanimously approved by the Board. The public meeting stood adjourned at 5:40 pm upon motion by Kristi, seconded by Sharyn.

Respectfully Submitted

Jonathan Ryan, Secretary