



BHA Regular Meeting of the Board of Commissioners
February 27, 2020
22 Willowbrook Drive, Bennington, VT 05201
Minutes

BOARD MEMBERS PRESENT: Sandra Bessette, Chair; Nancy Messina; Sharyn Brush

ALSO PRESENT: Jonathan Ryan- Executive Director and Secretary to the Board; Penny Taylor - Director of HCV / Section 8 Program; Dack Lauzon - Director of Facilities Management & Capital Fund; Lindsay Vajda- Director of Administrative Services; Mary Gerisch

A quorum being present; Sandy called the meeting to order at 4:45 p.m.

Agenda Item 1- Minutes of prior meeting:

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

RESOLVED, that the Minutes of the January 27 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 a budget report highlighting an increase in revenue from what had originally been anticipated. He described the change in income stream, post-RAD conversion. That budget is described in proposed Resolution 486. After questions and some discussion, it was, upon motion of Sharyn Brush, seconded by Nancy Messina, unanimously

RESOLVED, that the proposed Resolution 486 shall be and is hereby adopted as the budget by this Board as of the date and time of this meeting,

Agenda Item 3- Staff Reports:

- a. Section 8 Report: Penny updated the Board reporting that there are 189 Section 8 vouchers leased up as of 2/1/2020. There are still 2 vouchers "on the street". Local landlords have been paid an aggregate of \$186,683.00 as of February 25, 2020.

She also noted that BHA is using PH Web's criminal background check services now, and she has spoken with PHJ web about setting up for the Mainstream Vouchers this summer. Tenant activities continue to include homework club, start-up book club, Sunrise playgroup, Easter Seals, Girl Scouts, CRJ, Food bank and DREAM.

- b. Facilities Report: Dack updated the Board on activities in connection with the RAD conversion inspections. He also noted that Ehrlich had recently done a bedbug inspection

and there was only 1 apartment that could possibly have bedbugs. It appears that the prevention program is working.

His team is also working on the vacant unit at Brookside which will soon be ready for occupancy.

- c. Administration Report: Lindsay noted that 33 warning letters were sent out this month to tenants who owe back rent. There is one writ of eviction currently pending, The 3 termination letters that were sent out are all either in court process or paying rent into escrow with the court.

The ongoing housekeeping inspections are going well, and she and Dack will continue to check back in with households who are on this list.

Agenda Item 4- Resolution # 488:

The Board had tabled this Resolution last month after changes to that Resolution were suggested in terms of taking vacation time. After discussing that this REsolution will be revisited during the next meeting it was, upon motion by Sharyn Brush, seconded by Nancy Messinam it was unanimously

RESOLVED, that Resolution #488 is hereby passed an official policy of the BHA relative to vacation time, and shall immediately take effect.

Agenda Item 4- Setting of next meeting date: The next meeting was set for Monday, March 16 , at 4:45pm in the Willowbrook Community Room.

Agenda Item 5-None

Agenda Item 6- Public comment: None

Agenda Item 7- Adjournment

At 5:22 pm the meeting was adjourned upon motion by Nancy MEssinam seconded by Sharyn Brush.

Respectfully Submitted

Jonathan Ryan, Secretary