



BHA Regular Meeting of the Board of Commissioners  
July 26, 2023  
Willowbrook Community Room  
Draft Minutes

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BOARD MEMBERS PRESENT: Sandy Bessette- Chair; Rose Morrison; Paul Walden; Lindsay Vajda- Secretary

NOT PRESENT: Chris Oldham, Sharyn Brush

ALSO PRESENT: Penny Taylor - Director of HCV / Section 8 Program; Dack Lauzon Facilities Director, Lindsay Vajda- Executive Director; Mary Gerisch;

TENANTS PRESENT: None

A quorum being present; the Chair 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 Paul, seconded by Rose, it was unanimously,

RESOLVED, that the Minutes from the April 19,2022, Board of Commissioners meeting be approved to become a permanent part of the records of the corporation.

Agenda Item 2-Executive Director Report:

Lindsay reported that 71 reminder letters were sent in July; 57 in June; and 54 in May, regarding delinquencies. The delinquencies are up partially due to the length of time VERAP is taking with the recertifications, which occur every three months. 94 Tenants are currently receiving VERAP and 22 tenants are receiving rent from Economic Services. The total amount received from VERAP to date is \$497,002.00

Housekeeping inspections continue to proceed, being made by Lindsay and Dack.

The Court case for termination for non-payment is proceeding, as well as the other eviction for drug activity which should be concluded and the tenant moved out by the beginning of August.

Lindsay has attended several StateWide conferences, among which was one entitled "Definitive Guide for New Executive Directors".

The "Moose Junior " event at Brookside on July 19th was a success, and that event will be coming to Willowbrook on August 9th.

Agenda Item 3- Staff Reports:

Section 8 Report: Penny updated the Board reporting that BHA currently has 4 Mainstream vouchers on the street, and currently 6 Section 8 vouchers on the street. Two apartments at Willowbrook are vacant and awaiting repairs before new tenants move into them.

Pet documentation continues to be updated.

Penny also reported that she and Mary are still helping SASH to distribute lunches to Willowbrook tenants each week, and the other programs taking place in the community rooms are ongoing.

Penny reported on numerous trainings that she and the staff had taken, as well as the conference in Manchester that she and Lindsay attended.

Facilities Report: Dack reported that the Biennial Inspections with Tiffany from the State Housing Authority had taken place. There were several small issues noted on those inspections, all of which have now been repaired and approved.

New Cameras were installed at Brookside and Walloomsac campuses, as well as additional lights in the parking lots.

Agenda Item 4- Next meeting date

There was discussion relative to the time and date of the next meeting. After discussion, the next Board meeting was scheduled for Tuesday, August 23, at 4:45 pm. This meeting will take place in the Community Room at Willowbrook.

Agenda Item 6- Public Comments

No public was present to comment.

There being no further business to be transacted, and upon motion of Rose seconded by Paul, the meeting was adjourned 5:22 PM.

Respectfully Submitted

Lindsay Vajda, Secretary