



BHA Regular Meeting of the Board of Commissioners
August 23, 2022
Willowbrook Community Room
Minutes

BOARD MEMBERS PRESENT: Sandy Besette- 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

TENANTS PRESENT: None

A quorum being present; the Chair called the meeting to order at 4:51 p.m.

Agenda Item 1- Minutes of prior meeting:

After reviewing the draft Minutes of the prior meeting, and upon motion of Rose, seconded by Paul, it was unanimously,

RESOLVED, that the Minutes from the July 26,2022, 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 reminder letters were sent 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.

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

Court actions continue, with one tenant being scheduled to move out in September. There was a brief discussion about other eviction actions, and other issues primarily impacting Brookside

Agenda Item 3- Staff Reports:

Section 8 Report: Penny updated the Board reporting that BHA currently has 6 Mainstream vouchers on the street, and currently 5 Section 8 vouchers on the street.

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 training sessions that she and the staff had taken.,

Facilities Report: Dack reported that Inspections are continuing. Repairs of the few vacant apartments are also proceeding.

Agenda Item 4- Write off of Uncollected debts:

Proposed Resolution number 502, was previously circulated to the Board. After a brief discussion it was, upon motion of Rose and seconded by Paul, unanimously

RESOLVED, that proposed Resolution number 502 attached hereto as Exhibit A, is hereby approved, to be a permanent part of the records of the Corporation.

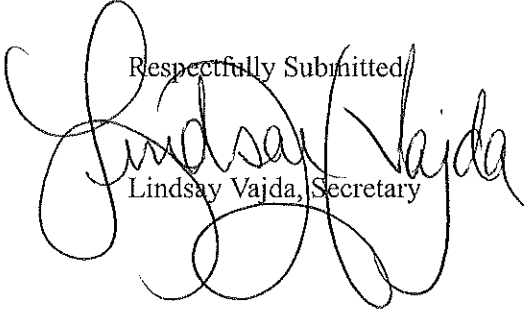
Agenda Item 5- Next meeting date:

There was discussion relative to the time and date of the next meeting. After discussion, the next Board meeting was scheduled for Tuesday, Tuesday 20, 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 5:13 PM.

Respectfully Submitted,

Lindsay Vajda, Secretary



BHA Regular Meeting of the Board of Commissioners
October 18, 2022
Via Zoom
Minutes

BOARD MEMBERS PRESENT: Sharyn Brush- Vice- Chair; Rose Morrison; Paul Walden; Chris Oldham; Lindsay Vajda- Secretary

NOT PRESENT: Sandy Bessette

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 Vice-Chair called the meeting to order at 4:55 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 August 23,2022, Board of Commissioners meeting be approved as submitted to become a permanent part of the records of the corporation.

Agenda Item 2-Executive Director Report:

Lindsay reported that reminder letters were sent regarding delinquencies. The delinquencies are up partially due to the termination of VERAP. In September 79 reminder letters were sent, and in October 77 reminder letters were sent. Reach Up funds received for the month of September rentals were \$9,046.00; for October BHA has received \$5,170.0 to date. There is still money owing from VERAP for a number of tenants with large balances.

As a result of the continuing housekeeping inspections by Lindsay and Dack, one termination letter was sent.

One non-payment eviction proceeded to a Writ, and the tenant has moved out; the locks have been changed. The eviction pending for a Brookside tenant is almost concluded.

Lindsay continues to work with the Bennington Police Department on the situation at Brookside.

Agenda Item 3- Staff Reports:

Section 8 Report: Penny updated the Board reporting that BHA currently has a total of 42 Mainstream vouchers, 7 of which are “on the street”. As for Section 8 vouchers, BHA currently has 194, 10 of which are “ on the street”.

Penny is currently finishing up the Willowbrook reviews.

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 training sessions that she and the staff had taken.,

Facilities Report: Dack reported that inspections are continuing. There are currently 6 units on which work is being done to ready them for new occupants. He further reported that Willowbrook annual inspections will begin this week.

Dack has also been assisting the Bennington Police Department with the review of video footage taken by our cameras.

It was noted that the balconies at Brookside are not yet redone.

Agenda Item 4- Financial Report:

The financial reports were circulated by Lindsay prior to the meeting and reviewed by the Board. She noted that in September the tenant delinquencies amounted to approximately \$44,000.00, and that amount increased in October to approximately \$62,000.00. This is in large part due to the termination of the rental assistance program.

After discussion and all Board questions having been answered, it was, upon motion of Rose, seconded by Paul, unanimously

RESOLVED, that the financial reports are accepted as submitted to be a permanent part of the Minutes and records of the Corporation.

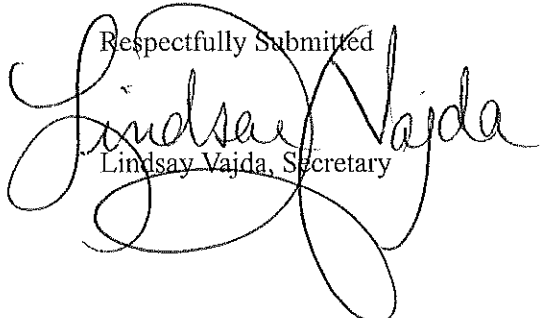
Agenda Item 5- Next meeting date:

There was discussion relative to the time and date of the next meeting. After discussion, the next Board meeting was scheduled for Tuesday, November 15, at 4:45 pm. This meeting will take place via zoom.

Agenda Item 6- Public Comments

No public was present to comment.

There being no further business to be transacted, and upon motion of Paul seconded by Rose, the meeting was adjourned 5:28 PM.

Respectfully Submitted

Lindsay Vajda, Secretary



BHA Regular Meeting of the Board of Commissioners
November 15, 2022
Via Zoom
Minutes

BOARD MEMBERS PRESENT: Sandy Besette, Chair; Sharyn Brush, Vice- Chair; Chris Oldham; Lindsay Vajda- Secretary

NOT PRESENT: Paul Walden and Rose Morrisey

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

TENANTS PRESENT: None

A quorum being present; the Chair called the meeting to order at 4:56 p.m.

Agenda Item 1- Minutes of prior meeting:

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

RESOLVED, that the Minutes from the October 17, 2022, Board of Commissioners meeting be approved as submitted to become a permanent part of the records of the corporation.

Agenda Item 2-Executive Director Report:

Lindsay reported an increase in delinquencies. In October 77 reminder letters were sent, and in November 85 reminder letters were sent. VERAP's closing has very much impacted delinquencies. Reach Up continues to pay rents, but many tenants are approaching the maximum of 18 months, and are being encouraged to do direct vendor payments from Reach Up at the end of their 18 months of payments. Reach Up funds received for the month of October were \$5,170, to date, and for the month of November the amount of \$3,021.00. There is still money owing from VERAP for a number of tenants with large balances.

Lindsay and Amber attended a Health Forum in Waterbury VT, which will eventually be offered to all PHA staff.

On November 1, one auditor came to Willowbrook for an in-person audit of files. He stated that the files looked good and he saw no problems.

Housekeeping inspections by Lindsay and Dack are continuing.

There is one eviction in process, which is hoarding based. BHA has tried to work with the tenant, getting the Town involved as well. The only alternative seems to be to proceed with the eviction.

There were 15 non-payment eviction letters sent to tenants, and on the 28th of the month it is likely that more will be sent.

As to the issues at Willowbrook and Brookside, the police, and particularly Paul Jardine and Corey Briggs, are looped in and are now able to view the videos from the Willowbrook campus.

Agenda Item 3- Staff Reports:

Section 8 Report: Penny updated the Board reporting that BHA currently has a total of 43 Mainstream vouchers, 5 of which are “on the street”. As for Section 8 vouchers, BHA currently has 188, 10 of which are “ on the street”. Ahw noted that people are losing their vouchers due to lack of ability to find apartments.

Penny also reported that she, Jade and Mary are still helping SASH to distribute lunches to Willowbrook tenants each week. Easter Seals, DREAM and SVSU Tutors through the Tutorial Center continue to use the Community Rooms.

Facilities Report: Dack reported that inspections are continuing. There are currently 4 vacant units on which work is being done to ready them for new occupants. Two have been leased up; one at Walloomsac and one at Willowbrook.

He further reported that Willowbrook and Beech Court annual inspections found very few problems. No major repairs are needed, just minor things like smoke detector batteries.

The bed bug issue at Brookside is being addressed. Out of the 4 apartments impacted, three are not severe. Only one of the four has a very serious problem. There are a couple of minor infestations at Willowbrook. The preventative treatment plans continue in order to avoid the infestations spreading further.

Agenda Item 4- Financial Report:

The financial reports were circulated by Lindsay prior to the meeting and reviewed by the Board. There were no extraordinary expenses.

A new truck was purchased for the Facility crew, and lock sets were purchased for Brookside.

After discussion and all Board questions having been answered, it was, upon motion of Rose, seconded by Paul, unanimously

RESOLVED, that the financial reports are accepted as submitted to be a permanent part of the Minutes and records of the Corporation.

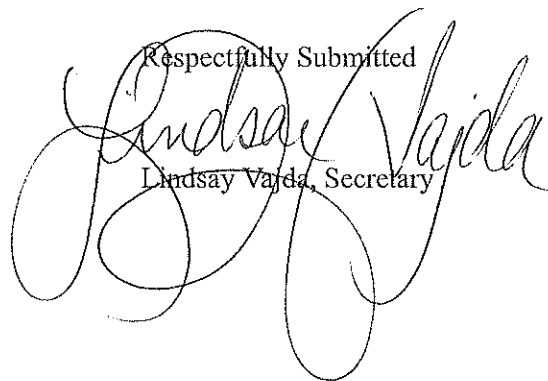
Agenda Item 5- Next meeting date:

There was discussion relative to the time and date of the next meeting. After discussion, the next Board meeting was scheduled for Tuesday, January 17 , at 4:45 pm. This meeting will take place via zoom.

Agenda Item 6- Public Comments

No public was present to comment.

There being no further business to be transacted, and upon motion of Chris seconded by Sharyn, the meeting was adjourned 5:35 PM.

Respectfully Submitted

Lindsay Vajda, Secretary