



BHA Regular Meeting of the Board of Commissioners
June 17, 2024
4:45 PM
Willowbrook Community Room
Draft Minutes

BOARD MEMBERS PRESENT: Sandy Bessette- Chair, Sharyn Brush- Vice Chair, Rose Morrison ; Nancy Balconis; Lindsay Vajda- Secretary/Executive Director

BOARD MEMBERS ABSENT: Paul Walden

ALSO PRESENT: Dack Lauzon; Penny Taylor; Jade Taylor

TENANTS PRESENT: None

A quorum being present, the Chair called the meeting to order at 4:46 PM.

1. Minutes of Prior Board Meetings

The minutes for the May 22, 2024 Board meeting having been circulated in advance, and there being no further discussion or corrections, it was, upon motion by Sharon, seconded by Rose, unanimously with one abstention

RESOLVED, that the Minutes from the May 2024 Board meeting are hereby approved as submitted to be a permanent part of the records of the corporation, attached hereto as Exhibit A.

2. Executive Director Report

Lindsay reported that in June, Eighty-Seven (87) reminder letters were sent. Some of the June delinquencies were due to: (a) tenants forgetting the extra air conditioner fee, since those air conditioners were only recently put in and (b) maintenance fees that had only recently been billed and posted.

Housekeeping Inspections have been progressing. A few new apartments were added. Several apartments have been improving, and so inspections are being scheduled less often with a hope of getting back to annual inspections.

Relative to Court proceedings: There are three (3) tenants paying rent into escrow. There is a trial date scheduled in the coming week for termination of a tenant at Brookside whose continued hoarding has brought roaches into the building.

NSPIRE trainings were completed, and Dale and Austin received NSPIRE certifications. HUD has recently postponed the deadline date for implementation until 2025. This new inspection is not as detailed as the HQS was.

HUD is doing away with PIC, and will integrate into HIP, but that implementation date has also been pushed back. HOTMA changes will also be delayed meaning that our Administrative Plan will also be changed at that time.

Delinquencies are up a bit because several tenants are paying rent into escrow with the Court. As of mid-month delinquencies were up to approximately Fifty-Seven (\$57,000.00) Thousand Dollars as of the date of this meeting.

3. Staff Reports

Section 8 Report. Penny noted that there are currently Two Hundred and One (201) Section 8 tenants leased up. There are also One Hundred and Ninety (190) Project Based Voucher tenants leased up to date. As to Mainstream Vouchers, there are Forty-Nine (49) tenants leased up as of 6/1/2024. There are currently Thirteen (13) Sec 8 HCV vouchers and Two (2) Mainstream vouchers on the street. There are no apartments available on any of our PBV campuses.

Trainings taken were NSPIRE for Section 8, HOTMA income and asset calculations, PIC error dashboard and HUD-HIP clean up.

As to programs, DREAM and SVSU Family engagement continue at booth Willowbrook and Beech Court Community room, as will the lunch programs which start June 24, 2024. Easter Seals also continues at the Willowbrook Community room.

Facilities Report. The team has no current vacancies to work on, so they have been catching up on non-urgent work orders and powerwashing the building. The bedbug/roach situation is improving. There are no bedbug infestations at Beech Court, Walloomsac or Willowbrook. There are also no major roach infestations, but the pest control comes every month to be certain.

The work at Brookside is almost completed and looks very good.

4. Financial Reports:

There was not anything major to report for the financials. The Financial Reports having been circulated in advance of the meeting and attached hereto as Exhibit B, it was, upon motion by Rose seconded by Sharon, unanimously

RESOLVED that the financial reports submitted as Exhibit B be accepted as submitted to be a permanent part of the minutes and records of the corporation.

5. Resolution 511 - Write off of Uncollected Debt

Lindsay had circulated the figures and details of the uncollected debts proposed for write offs. Some of the tenants whose balances are included have been evicted. Any tenant debts included in the list of uncollected debts will have their information logged into HUD's Debts to Public Housing DataBase. After discussion it was, upon motion of Sharon seconded by Nancy, unanimously

RESOLVED, that Resolution #511, attached hereto as Exhibit C, and detailing a write off in the amount of Eighty-Eight Thousand, Nine Hundred and Eighty One Dollars (\$88,981.55) and Fifty-five Cents is hereby approved to become effective immediately.

6. Resolution 512- FY 2025 Operating Budget

Details of the proposed budget were circulated in advance of the meeting. Lindsay detailed the major budget items, adding that it was very similar to last year's budget. After a brief discussion it was, upon motion of Nancy seconded by Rose, unanimously

RESOLVED, that Resolution #512, attached hereto as Exhibit D, detailing the Fiscal Year 2025 Operating budget for Bennington Housing authority is hereby approved and shall be in effect, unless otherwise modified, throughout the Fiscal Year 2025.

7. Public Questions- None

8. Other Business - None

9. Next Meeting: The next Board of Commissioners meeting will take place on August 19, 2024, in person, at the Willowbrook Community Room at 4:45 PM.

There being no further business to be conducted, the meeting was, upon motion of Sharon seconded by Nancy, adjourned at 5:14 PM.

Respectfully Submitted

Lindsay Vajda, Secretary