



BHA Regular Meeting of the Board of Commissioners
May 5, 2025
4:45 PM
Willowbrook Community Room
Draft Minutes

BOARD MEMBERS PRESENT: Sharyn Brush- Vice Chair, Paul Walden; Rose Morrison; Lindsay Vajda- Secretary/Executive Director

BOARD MEMBERS ABSENT: Sandy Bessette, Chair; Nancy Balconis

ALSO PRESENT: Dack Lauzon; Penny Taylor; Jade Taylor

TENANTS PRESENT: None

A quorum being present, the Vice Chair called the meeting to order at 4:45 PM.

1. Minutes of Prior Board Meetings

The minutes for the March 2025 Board meeting having been circulated in advance, and there being no further discussion or corrections, it was, upon motion by Sharyn , seconded by Rose, unanimously

RESOLVED, that the Minutes from the March 2025 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 housekeeping inspections are continuing. Dack, Lindsay and the Town Inspector are performing these inspections. Monthly Yard inspections will begin soon, with Amber and Lindsay noting issues that tenants must remedy.

Two tenants with pending eviction cases are currently paying rent into Court escrow. There is one bench trial for non-payment which was adjourned; the defendant in that case is one of those paying into escrow. There is one additional escrow hearing coming up.

Lindsay also reported that the new Five Year Plan and certification had been successfully uploaded to the new HUD portal, and had been approved.

The Audit was also approved by HUD, with no findings.

The proposed changes to the Pet Policy had been circulated before the meeting. There was discussion as to some of the changes that BHA hopes to make. This includes the DNA tests to determine who is not picking up their dog's droppings. It was noted that it will cost BHA Forty-Four (\$44.00) Dollars per

sample. The other charges which are a bit more than Sixty (\$60.00) Dollars per sample will be billed to the tenants. Tenants would be required to sign an agreement as to payment in this process. It is hoped that the agreement and potential fees will act as a deterrent to droppings being left unattended. This process will start with Beech Court, since it is a smaller campus with fewer pets. This policy is not yet ready to be voted upon, and Lindsay wants BHA's attorney to review the policy for any potential liabilities. Lindsay is hopeful that this will be done by the next Board meeting, and that the new policy can be voted upon at that time.

Delinquent accounts have been: February: Forty-Four Thousand, One Hundred and Eighteen (\$44,118.00) Dollars; March: forty-Four Thousand, Four Hundred and Sixty-Eight (\$44,468.00) Dollars; and April Forty-Seven Thousand, Three Hundred and Nineteen (\$47,319.19) Dollars. Lindsay did note, however, that combining the payments received in April from BROOC and from Court Escros, the actual balance is reduced to Thirty-Five Thousand, Nine Hundred and Twenty-Four (\$35,924) Dollars; a substantial decrease from the prior month.

There are no Financial Reports from the Accountant for this month since it is only the 5th of the month.

Lindsay will be meeting with Dack to work on a proposed Budget for the upcoming fiscal year, which will be presented to the Board at the next meeting.

3. Staff Reports

Section 8 Report. Penny noted that there are currently One Hundred and Ninety-One (191) Section 8 tenants leased up as of today. There are currently One Hundred and Eighty-Seven (187) Project Based Voucher tenants leased up. As to Mainstream Vouchers, there are Fifty (50) tenants leased up as of today.

There are Four (4) Mainstream vouchers on the street; two (2) apartments available at Willowbrook; and nothing at other campuses at this time. Due to HUD funding cuts, no further vouchers can be issued.

The aggregate payment made to landlords for the month are Two-Hundred and Forty-Three Thousand, Five Hundred and Twenty-Two (\$243,522.00) Dollars.

Annual reviews for PBV vouchers at Walloomsac are starting.

As to trainings, Lindsay and Penny took an eVMS training .

As to programs, DREAM, Easter Seals, continue at both Willowbrook and Beech Court Community Rooms.

Facilities Report.

Dack reported that the camera system at Willowbrook should be fully operational within the next week or two. Then installation at the Beech Court facility will begin.

Dack reported that the two vacant apartments are being worked in, as completion of other work orders continues. Dack and Lindsay are continuing inspections.

Infestations are on the decline at all campuses.

The installation of the balconies at Walloomsac will begin shortly; the design is completed and he is awaiting shipment. Brookside balcony ceiling work will begin as soon as the weather is less rainy. Both projects were already included in this fiscal year's budget.

7. Public Questions- None

8. Other Business - None

9. Next Meeting: The next Board of Commissioners meeting will take place on June 16th, 2025, in person, at the Willowbrook Community Room at 4:45 PM PM.

There being no further business to be conducted, the meeting was adjourned to allow for an Executive Session at 5:27 PM.

Respectfully Submitted

Lindsay Vajda, Secretary