



Low income housing- supporting independence, creating opportunities

Notice of Regular Meeting

TO: Patricia Green Commissioner
Liz Harrison, Chair
Gary Stroud, Commissioner
Elisha Underwood, Vice Chair
Michelle Wright, Commissioner

You are hereby notified that the June 26, 2023, regular meeting of Brattleboro Housing Partnerships Board of Commissioners will be held at Hayes Court Community, 50 Garfield Drive Brattleboro VT at 4:30 PM

The agenda for the meeting is as follows:

1. Call to order:
2. Review Minutes from the May 22, 2023 Meeting:
 - a. **Potential Motion: To accept the minutes of May 22, 2023**
3. Resident and Citizen Participation:
4. Executive Director:
 - a. Board report including follow up from previous board meeting.
 - b. Letter to Moore Court residents
 - c. Lease termination information
5. Staff Reports Review:
 - a. Property review and Property Managers report
 - i. Write offs:
 1. \$517.17 Samuel Elliot Apts., Moved to nursing home
 2. \$3435.70 Samuel Elliot Apts., Lease terminated for cause
 3. \$9,849.59 Hayes Court, Lease terminated for non-payment
 4. \$168.54 Hayes Court, Deceased
 5. \$1,603.54 Hayes Court, Deceased
 6. \$27.85, Hayes Court, Deceased
 7. **Total: \$15,602.39**

It is the mission of Brattleboro Housing Partnerships to ensure the provision of quality low income and affordable housing within viable communities to support independence and create opportunity

ii. Potential Motion: Write off \$15,602.39 for four properties.

- b. Resident Wellness and Services Report
 - i. SASH For All in the news
 - ii. Program newsletters
- c. HCV Administrator: Housing Choice Voucher Program, Shelter Plus Care, Report

6. Financial Review:

- a. May 2023 check listing
- b. April 2023 comparable
- c. Review Tax credit audits: Red Clover Commons One and Two and A.W. Richards
- d. Check signing assignments: July - Commissioner Wright, August – Commissioner Underwood, September – Commissioner Stroud, October – Commissioner Green
- e. Proposed retirement gift \$1300, proposed bonuses for two employees who worked extra during employee medical leave \$500 each.
 - i. Potential motion: Motion to distribute \$1300 gift to employee who retired after 25+ years**
 - ii. Potential motion: Motion to distribute \$500 to two employees as bonuses for extra work during employee medical leave**

7. Special projects:

- a. SASH For All pilot
- b. Melrose Terrace redevelopment

8. BHOI- Brattleboro Housing Opportunities Inc.

- a. BHOI financial statement
- b. BHOI update

9. Adjourn