



## 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 September 25, 2023 regular meeting of Brattleboro Housing Partnerships Board of Commissioners will be held at Ledgewood Heights Community Room, 62 Ledgewood Heights # 29, Brattleboro VT at 4:30 PM

The agenda for the meeting is as follows:

1. Call to order:
2. Review Minutes from the July 24, 2023 Meeting:
  - a. **Potential Motion: To accept the minutes of July 24, 2023**
3. Resident and Citizen Participation:
4. Executive Director:
  - a. Board report
5. Staff Reports Review:
  - a. Property review and Property Managers report
  - b. Resident Wellness and Services Report
    - i. Program newsletters
  - c. HCV Administrator: Housing Choice Voucher Program, Shelter Plus Care, Report, FSS Application
6. Financial Review:
  - a. July and August 2023 check listings
  - b. July 2023 comparable

*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*

- c. Check signing assignments: October – Commissioner Green, November – Commissioner Harrison

7. Special projects:

- a. Melrose Terrace Flood Mitigation
  - i. Engineer report 7/12/2023
- b. Melrose Terrace redevelopment
  - i. Architectural Services Request For Qualifications published. Walk Through completed 9/13/2023

8. Board Business:

- a. Policy: Review draft of 2023 Procurement Policy
- b. Potential Motion: To accept 2023 Procurement Policy to be effective immediately.**
- c. Policy: Updates to Administration Plan based on Moving To Work (MTW) Supplemental Plan for FY 2022-2023 and 2023-2024 (This will be mailed separately from the packet.)
- d. Potential Motion: To Accept Updates to Administration Plan based on Moving To Work (MTW) Supplemental Plan for FY 2022-2023 and 2023-2024**
- e. Annual Board Meeting (brief explanation), November 13<sup>th</sup> at noon, Red Clover Commons
  - i. Board Officer Election will be at Annual meeting

9. BHOI- Brattleboro Housing Opportunities Inc.

- a. BHOI financial statement
- b. BHOI update

10. Adjourn