



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 4:30 pm December 18, 2023 regular meeting of Brattleboro Housing Partnerships Board of Commissioners will be held on "ZOOM" will operate in a hybrid format, combining both the physical location and the ability to attend and participate in the meeting via Zoom. The physical location will be at 224 Melrose Street, masks are required.

Join Zoom Meeting

<https://us02web.zoom.us/j/84876082452?pwd=WHhmeTJ6MVpJcjRYWXd4TnY0ZTlzUT09>

1- 888 788 0099 US Toll-free

Meeting ID: 848 7608 2452

Passcode: 702932

The agenda for the meeting is as follows:

1. Call to order:
2. Review Minutes from the October 23, 2023 Meeting:
 - a. **Proposed Motion: To accept the minutes of October 23, 2023 regular meeting**
3. Review Minutes from the November 13, 2023 Annual Meeting:
 - a. **Proposed Motion: To accept the minutes of November 13 Annual meeting**
4. Resident and Citizen Participation:
5. Executive Director:
 - a. Board report
6. Staff Reports Review:
 - a. Property review and Property Managers report

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

- b. Resident Wellness and Services Report
 - i. Program newsletters
 - c. HCV Administrator: Housing Choice Voucher Program, Shelter Plus Care, Report, FSS
 - i. Review Utility Allowances for 2024 based on VSHA Utility Allowances
 - ii. **Proposed motion: To accept the proposed Utility Allowances for 2024**
7. Financial Review:
- a. November 2023 check listings
 - b. October 2023 monthly comparable
 - c. FYE 2023 BHA Audit review
 - d. Check signing assignments:
8. Enter into Executive Session to approve Personnel Issue and Contractor Proposals
- a. **Proposed Motion: To move into Executive Session to discuss Personnel Issue and Contractor Proposals**
 - b. **Proposed Motion: To resume regular meeting**
 - c. **Proposed Motion: To approve salary adjustments**
 - d. **Proposed Motion: To allow Executive Director Hazzard to execute agreement with Development Contractor for Melrose Terrace Re-Development Project**
9. Special projects:
- a. Melrose Terrace Flood Mitigation Engineer Report
10. Board Business:
- a. Review 2024 Board schedule
 - i. **Proposed Motion: To approve proposed 2024 BHA Board of Commissioners schedule**
11. BHOI- Brattleboro Housing Opportunities Inc.
- a. BHOI financial statement
- 12. Proposed Motion: Open Public Hearing for comments for the 2024 Moving To Work Plan Draft**
- 13. Proposed Motion: Close Public Hearing for comments for the 2024 Moving To Work Plan Draft**
14. Adjourn