



Low income housing- supporting independence, creating opportunities

Regular Meeting Notes February 26, 2024

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

The meeting was noticed on Facebook, BHP website, and the Brattleboro Reformer. You are hereby notified that the January 8, 2024, regular meeting of Brattleboro Housing Partnerships Board of Commissioners will be held on “ZOOM”

Join Zoom Meeting

<https://us02web.zoom.us/j/84876082452?pwd=WHhmeTJ6MVpJcjRYWXd4TnY0ZTIzUT09>

1- 888 788 0099 US Toll-free

Meeting ID: 848 7608 2452

Passcode: 702932

1. Call to order: The meeting was called to order by Chair Elizabeth Harrison at 4:30 pm. Also present were Vice Chair Elisha Underwood, Commissioner Michele Wright, Commissioner Patricia Green, Commissioner Gary Stroud, Executive Director Christine Hazzard, BCTV Representative recorded the meeting.
2. Reviewed Minutes from the December 18 meeting:
Motion to accept the minutes of January 8, 2024 as is made by Vice Chair Underwood, seconded by Commissioner Wright. Approved 5-0.
3. Resident and Citizen Participation: No residents or other citizens were present.
4. Staff Reports Review:
 - a. The 2023 Annual Report for the Town of Brattleboro was reviewed. There was a typo in the section identifying Fair Market Rents. The information will be edited.
 - b. Executive Director report. ED Hazzard reviewed the report including an update on the funding and early results from the SASH For All Pilot program, vandalism at Melrose Terrace and Melrose Terrace redevelopment
 - c. Property review and Property Managers report
 - i. The Board reviewed the proposed write offs:
 - ii. AWR –\$3562.07 (Lease terminated for non-payment.)
 - iii. Hayes Court –\$7234.61 (Lease terminated for non-payment.)

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

- iv. Hayes Court- \$74.95 (Deceased)
 - v. Moore Ct- \$7234.61 (Lease terminated for non-payment.)
 - vi. Ledgewood -\$22,654.71 (Lease terminated for non-payment.)
 - vii. SEA- \$2885.34 (Lease terminated for non-payment.)
 - viii. Total Write offs: \$43,646.19
 - ix. **Motion: Commissioner Stroud motioned to accept the write offs totaling \$43,646.19, Vice Chair Underwood seconded the motion, approved 5-0**
- d. Resident Wellness and Services Report reviewed.
 - i. SASH Flash and newsletters: Reviewed Learning Education Academic Program initial program results
 - ii. Reviewed Designated Regional Housing Organization (DRHO) SASH Annual Report for Windham and Windsor Counties
 - e. HCV Administrator: Housing Choice Voucher Program, Shelter Plus Care, Report reviewed.
 - f.
5. Financial Review:
- a. December 2023 comparable, (Tax credit fiscal year end), reviewed
 - b. December 2023 and January 2024 check listing reviewed
 - c. Check signing: March and April- Commissioner Green.
6. Projects in progress:
- b. Melrose Terrace Re-Development: Reviewed statement of work and development overview
 - c. SASH for All Pilot Project: six month report reviewed
7. BHOI- Brattleboro Housing Opportunities Inc.
- a. Konstantin von Krusenstiern joined the non-profit board of Brattleboro Housing Opportunities Inc.
 - b. BHOI received \$35,000 from the A.D. Henderson Foundation for the Ledgewood Heights playground. BHOI has now raised over \$90,000 for this project through grants and private donations.
8. Board Business:
- a. **Motion: Commissioner Stroud motioned to move into Executive Session to discuss board membership, Commissioner Green seconded the motion, approved 5-0**
 - b. **Motion: Commissioner Wright made a motion to resume the regular meeting, Commissioner Stroud seconded the motion, approved 5-0**
9. **Motion to adjourn meeting was made by Commissioner Stroud and seconded by Commissioner Green. Approved 5-0 at 5:25 pm.**

Christine Haggard

BHA Secretary
3/13/2024