



## Regular Meeting Notes May 20,2024

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

The meeting was noticed on Facebook, BHP website, and the Brattleboro Reformer. You are hereby notified that the May 20, 2024, regular meeting of Brattleboro Housing Partnerships Board of Commissioners will be held at Ledgewood Heights Playground and Community Room

1. Call to order: The meeting was called to order on the new playground at 4:30 p.m. by Vice Chair Michele Wright. Also present were Commissioner Pat Green and Commissioner Gary Stroud and ED Christine Hazzard.
2. Tour of Ledgewood Heights Playground: ED Hazzard gave a little tour of the playground and talked about the celebration that was held on the 16<sup>th</sup>. The Board then moved to the Community Room for the remainder of the meeting.
3. Resident/citizen participation and questions: Resident commented that residents at RCC would like to have more activities – this will be happening with the addition of SASH Coordinator. Would also like to have resident meetings with Brattleboro Fire and Police around safety issues.
4. Review Minutes from the April 22, 2024 Meeting:
  - a. **Motion to accept the minutes of April 22, 2024 Meeting made by Commissioner Green, seconded by Commissioner Stroud. Approved 4-0.**
5. Staff Reports Review:
  - a. Executive Director report
    - i. Strategic Plan interim report 4/2024- DRAFT reviewed
      1. ED Hazzard reviewed some of the goals already met, and goals still to be completed including resident survey and creating a system to be able to categorize complaints.
    - ii. Ledgewood Height Playground press release reviewed
    - iii. July 5<sup>th</sup> Closure for staff appreciation discussed
      1. **Motion to close the BHP office on July 5, 2024 for BHP Staff appreciation made by Commissioner Stroud, seconded by Commissioner Green, approved 4-0.**
  - b. 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*

- c. Resident Wellness and Services Report
    - i. SASH Flash and LEAP newsletter – Jake Bursky, Coordinator of SASH for ALL joined the meeting and talked about success stories and how residents are continuing to work with the program and use the support offered. More interest in cultivating communications and events between properties.
  - d. Section 8 Administrator: Housing Choice Voucher Program, Shelter Plus Care, Report – Shelter Plus Care just received funding for another year.
6. Financial Review:
- a. March 2024 End of the fiscal year 2023-2024 comparable (Included for the June 2024 meeting.)
  - b. Tax credit audits 2023: Red Clover Commons 1 and 2 and A.W. Richards (Included for the June 2024 meeting.)
  - c. Check signing assignments: June-Commissioner Stroud; July – Commissioner Green; August – Commissioner Green, September – Commissioner Wright.
7. Projects in progress:
- a. Melrose Terrace Re-Development:
    - i. Melrose Terrace Redevelopment Feasibility Report – DRAFT highlights – reviewed the highlights, will add 30-31 units, will lead to the upgrading of Moore Court and Hayes Court as part of the long-term project.
  - b. SASH for All Pilot Project:
    - i. SASH For All Promotional Flyer review – One more year of funding in place and then looking for funding to extend and replicate around state.
8. BHOI- Brattleboro Housing Opportunities Inc.
- a. BHOI financial statement ED Hazzard reported that the playground money will be deducted soon as the invoices are paid.
9. Board business:
- a. BHP updated board calendar – ED Hazzard had copies of approved schedule, they have been posted at all the sites.
  - b. BHP Board vacancy update – Four people have applied. ED Hazzard and Chair Underwood have briefed three and will soon meet with the forth. People are still welcome to apply. Selectboard will make decision in June.
  - c. BHP Employee Celebration – put off until Chair Underwood returns.
  - d. BHP Board retreat – put off until Chair Underwood returns
10. Adjourn
- a. **Motion to adjourn made by Commissioner Green and seconded by Commissioner Stroud at 5:36, approved 4-0.**

*Christine Hazzard*

BHP Board Secretary