



Low income housing- supporting independence, creating opportunities

Notice of Regular Meeting

To: Commissioner Patricia Green
Commissioner Gary Stroud
Chair Elisha Underwood
Commissioner Suzie Walker
Vice Chair Michelle Wright

You are hereby notified that the regular Brattleboro Housing Partnerships monthly meeting has been rescheduled from June 16, 2025, to June 23, 2025. The June 23, 2025, meeting will be held at the Moore Court Community Room, 22 Moore Court #2, Brattleboro, VT, at 4:30 p.m.

The agenda for the meeting is as follows:

1. Call to order:
2. Review Minutes from the May 12, 2025 Regular Meeting:
 - a. **Potential Motion: To accept the minutes of May 12, 2025 Regular Meeting**
 - b. **Potential Motion: To accept the minutes of May 23, 2025 Special Meeting**
3. Staff Reports:
 - a. Executive Director Report
 - b. Occupancy Director report
 - i. Write off's:
Hayes Court \$3,483.78 Eviction
Ledgewood Heights \$20,249.79 Eviction
 - ii. **Potential Motion: Approve Write-offs totaling \$23,733.57 for Ledgewood Heights and Hayes Court**
 - c. Program Data review
 - d. Resident Services newsletters and calendars
4. Financial Review:
 - a. FYE2025 Comparable
 - i. Review contract cost information
 - b. Review 2024 Tax Credit audits for Red Clover Commons 1 and 2 and AW Richards
 - c. Review May 2025 check listing
 - d. Check signing assignments: June – Commissioner Walker, July – Commissioner Stroud, August – Commissioner Green.

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

5. Special Projects update:
 - a. Melrose Redevelopment:
 - i. Review proposed Engagement Agreement from Downs Rachlin Martin PLLC (DRM)
 - ii. **Potential Motion: Authorize ED Hazzard to sign Engagement Agreement from Downs Rachlin Martin PLLC (DRM)**
 - b. Safety
 - c. Resident Survey
6. Board Business:
 - a. Review proposed Administrative Plan changes related to the Insufficient Funding of Housing Voucher funding
 - b. Potential Motion: Approve changes to the Administrative Plan related to the Insufficient Funding of Housing Voucher funding
 - c. Other board business (as needed)
7. BHOI: update
8. **Potential Motion: Enter into Executive Session as needed**
9. Adjourn