



*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

The meeting was noticed on Facebook, BHP website, and the Brattleboro Reformer.

You are hereby notified that the July 28, 2025, regular meeting of Brattleboro Housing Partnerships Board of Commissioners will be held at 4:30 at the Hayes Court Community Room, 50 Garfield Drive, Brattleboro, VT

The agenda for the meeting is as follows:

1. Call to order:
2. Review Minutes from the June 23, 2025 Regular Meeting:
  - a. **Potential Motion: To accept the minutes of June 23, 2025 Regular Meeting**
3. Resident and public participation:
4. Staff Reports:
  - a. Executive Director Report:
  - b. Occupancy Director report:
    - i. Write off's:

Samuel Elliot Apts.:	\$54.23- moved to higher level of care
	\$604.00- Lease termination in process
Moore Court	\$358.19-Lease termination in process
Total	<u>\$1,016.42</u>
    - ii. **Potential Motion: Approve Write-offs totaling \$1,016.42 for Samuel Elliot Apts. and Moore Court**
  - c. Housing Data review
  - d. Program Data review
  - e. Resident Services and Staffing Director report:
  - f. Resident Services newsletters and calendars
5. Financial Review:
  - a. June 2025 Comparable
  - b. Review June 2025 check listing

*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. Review potential cost savings/ revenue increase measures
- d. Check signing assignments: August – Commissioner Green

6. Special Projects update:

- a. Melrose Redevelopment update:
  - i. Review Melrose Terrace neighborhood meeting Q and A
- b. Safety:
- c. Resident Survey:

7. Board Business:

- a. Review Procurement Policy
- b. Review RAD Replacement Reserve policy draft
  - i. **Potential Motion: Approve RAD Replacement Reserve Policy**
- c. Review addition to Workplace Health and Safety Policy
  - i. **Potential Motion: Approve addition to the Workplace Health and Safety Policy to be added to personnel policy**
- d. Other board business (as needed)

8. BHOI: update

9. **Potential Motion: Enter into Executive Session to discuss personnel**

10. Adjourn