



*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 September 22, 2025, regular meeting of Brattleboro Housing Partnerships Board of Commissioners will be held at 4:30 at the Red Clover Commons Community Room, 3 Fairground Road, Brattleboro, VT

The agenda for the meeting is as follows:

1. Call to order:
2. Review Minutes from the July 28, 2025 Regular Meeting:
  - a. **Potential Motion: To accept the minutes of July 28, 2025 Regular Meeting**
3. Resident and public participation:
4. Staff Reports:
  - a. Executive Director report:
  - b. Occupancy Director report:
  - c. Program Data review
  - d. Resident Services newsletters and calendars
5. Financial Review:
  - a. July 2025 Comparable
  - b. Review July 2025 check listing
  - c. Review BHP expenses over \$10,000.
  - d. Check signing assignments: October – Vice -Chair Wright.
6. Special Projects update:
  - a. Melrose Redevelopment update:
    - i. Dan Riddlehoover, M&S Development to attend to review proposed Site Plans
    - ii. Review Pre-Construction contract for \$26,700 with DEW Construction for Melrose Terrace redevelopment project.

*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*

- iii. **Potential Motion: Authorize Christine Hazzard to sign Pre-Development Contract with DEW Construction for \$26,700 for the Melrose Terrace redevelopment project**
  - b. Safety: Hayes Court Exterior locks installed
  - c. Resident Survey: 2025 Resident Survey responses reviewed
- 7. Board Business:
  - a. Acronym document
  - b. Review Personnel Policy updates
    - i. **Potential Motion: Approve Personnel Policy Updates to be effective immediately**
  - c. Annual meeting November 17, 2025 at noon.
    - i. Determine location, theme and Thom Yahn award recipient
- 8. BHOI: update
- 9. **Potential Motion: Enter into Executive Session as needed**
- 10. Adjourn