



Low income housing- supporting independence, creating opportunities

Minutes of Regular Meeting June 29, 2026

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

The 4:30pm, June 1, 2026 regular meeting of Brattleboro Housing Partnerships was held in the Hayes Court Community Room at 50 Garfield Drive, Brattleboro Vermont.

The agenda for the meeting is as follows:

1. Call to order: Chair Underwood called the meeting to order at 4:32 PM. Also in attendance were Vice Chair Wright, Commissioner Green, Executive Director Hazzard. Commissioner Walker and Commissioner Stroud were absent. Mitchell Hall who will become a Commissioner on 7/1/2026 attended. There were two residents from Hayes Court in attendance.
2. The Board reviewed the minutes from the June 1, 2026 Regular Meeting:
 - a. **Motion to accept the minutes of the June 1, 2026 Regular Meeting made by Commissioner Green , seconded by Vice Chair Wright. Approved 3-0**
3. Resident and public participation:
 - a. AJ Hamel, a Hayes Court resident and RACC member reported information from the RACC meeting earlier in the day. RACC reviewed rules and responsibilities and will edit them at the next meeting as well as review last years financial statement.
 - b. Mitchell Hall was introduced and Commissioner Green was thanked for her service.
4. Staff Reports:
 - a. Executive Director report
 - i. The office move has been completed and was successful. The preparatory work by staff supported an easy transition. The office has a few issues specifically.
 - ii. VHCB approved funding for repairs of the HVAC system at AW Richards
 - iii. BHP certified 6 of the 8 Project Based Vouchers for Alice Holway Drive in Putney. Two additional vouchers are committed to the project and will be certified once the second building receives a Certificate of Occupancy.
5. Financial Review:
 - a. Board reviewed check listing for May 2026
 - b. Board reviewed BHA expenses over \$10,000.

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. Board reviewed Samuel Elliot Apartments Fire Expenses as of 6/5/2026
 - i. Insurance claim is still open and costs are still being reviewed for reimbursement
- d. Check signing assignments: July – Commissioner Stroud, August – Vice Chair Wright.; September – Commissioner Walker.

6. Special Projects update:

- a. Melrose Redevelopment update:
 - i. Vice Chair Wright reviewed the project timeline and design materials with the board.
 - ii. The timeline shows that the permitting and design work is near completion.
 - iii. The closing is expected to be in October.
- b. BHP Office relocation:
 - i. ED Hazzard reported that the move has been completed.
 - ii. There are a few issues with the space. This includes IT issues related to the internet infrastructure in the building. BHP has contracted with Fidium to get BHP's own internet into the offices and at that time Europa IT will make a new assessment.
 - iii. There are also electrical issues which are being addressed by SIT.
- c. AW Richards HVAC system update:
 - i. ED Hazzard reviewed the award letter and reviewed the conditions and restrictions of the funding. Review Award letter
 - ii. ED Hazzard and the board discussed the possibility of added more project based vouchers to this property. Right now there are 9, adding an additional 5 would make it much easier to lease up residents within the required income brackets.
- d. Safety:
 - i. Christine gave the board an update on the accountability court which is proposed to begin in mid July. It is unclear what if any role housing will have as part of the group of human service agencies assigned to the court

7. Board Business:

- a. Appreciation for staff and community partners:
 - i. The board signed the letter and ED Hazzard will ensure that it is mailed to all identified recipients.
- b. Board position term beginning 7/1/2026 will be filled by Mitchell Hall. Mitchell introduced himself and shared that he applied to be on the board because of his interest in increasing civic engagement and interest in housing. He brings a wide range of competencies and experience to the board including work in financial sectors and human resources.
- c. Strategic Planning:
 - i. The RFP has been published on the BHP website, Facebook and sent to Human Services Group. The deadline for submissions is July 30th.
- d. ED Hazzard shared information about the Shelter Plus Care program. The application is open for the 2027 grant. The grant is moving away from Permanent Supportive Housing, which means that BHP will not be able to have more than 12-15 households in the program. BHP could choose to ask VHSA to absorb the program into their larger program. However this could impact landlords, participants and community partners. More discussion to come.

8. BHOI

a. Nothing to report

9. Adjourn **Motion to adjourn at 6:20 made by Commissioner Stroud, seconded by Commissioner Green, approved 5-0**

Christine Hazzard

BHP Secretary

July 1, 2026