

**Montpelier Housing Authority
Regular Meeting
April 17, 2021**

The meeting was called to order at 6:10 p.m. by Chairman Larson, with Commissioners Hannon and Zern present. Commissioners Schultheis, and Stevens-Favorite were present by phone.

Agenda Item II - Approval of Agenda

The agenda was approved with no changes.

Agenda Item III – Public Participation

There was no public participation.

Agenda Item IV – Approval of Minutes

Commissioner Zern moved that the minutes of the April 17, 2021 meeting be accepted as written, Commissioner Hannon seconded the motion and it passed unanimously.

Agenda Item V- Review of Vouchers Bank Statements, and Financial Reports

Mrs. Troiano discussed the March financial report and answered questions.

The Section 8 Program deficit is continuing to decrease. As of May 1 we had 120 vouchers in use. That will drop to 119 as of June 1 due to the death of a participant.

Gould is still showing a surplus. All units are now full.

Agenda Item VI – Executive Director’s Report

In addition to the written report, Mrs. Troiano reported that the HASS Program (Housing and Supportive Services) which has been operating at Pioneer Apartments for over thirteen years will be ending June 30. Currently the HASS Program pays for the Foot Clinics and homemaker services for 7 tenants. We have budgeted \$6000.00 a year in the Tenants Services line items to supplement HASS funding. This will more than cover the Foot Clinics. The Homemakers Services will be transitioned to CVHHH’s moderate needs program as openings occur.

Agenda Item VII- Discussion and Action Emergency Housing Vouchers

Mrs. Troiano expanded on her concerns about accepting the Emergency Vouchers. They include an extremely low vacancy rate and difficulty creating a very complex short term program in thirty days. Since VSHA is requesting an additional 50 vouchers the 3 local PHA’s are reaching out to HUD to see if the 45 vouchers we were awarded could be transferred to VSHA. After further discussion Commissioner Hannon moved that Montpelier Housing Authority decline the 15

Emergency Housing Vouchers but continue to request that they remain in Vermont for use by VSHA or other appropriate PHA. Commissioner Schultheis seconded the motion and it passed unanimously.

Agenda Item VIII-5 Year Plan For Non Routine Maintenance

The Five Year Non-Routine Plan was discussed and questions answered. Mrs. Troiano noted that July 2021 – June 2022 would become part of FY2022 budget

Due to COVID restrictions, many of the projects listed for the FY21 fiscal year could not be completed and have been moved to the FY22 fiscal year. Commissioners made suggestions to revise the document including increasing the number of appliances to be replaced annually and adding treatment for emerald ash borers to future year projects.

After a short discussion Commissioner Stevens-Favorite moved that the Five Year Plan for Non-Routine Maintenance be adopted as amended. Commissioner Hannon seconded and the motion was passed unanimously.

Agenda Item IX- Discussion and Actions FY22 Budget

A) Salaries & Benefits

Mrs. Troiano passed out the spread sheet with salary history of each employee. She noted that last year employees had been given substantial raises. A substantial discussion followed.

Commissioner Hannon moved that all employees receive a 2% cost of living increase. All eligible employees would also receive a 3% contribution to SEP. Commissioner Stevens-Favorite seconded the motion and it passed unanimously.

B) Non-Routine Maintenance

As noted above July 2021 to June 2022 work items would become part of the FY22 Operating Budget.

There being no further business the meeting was adjourned at 7.25pm.

Respectfully submitted,

Jo Ann Troiano, Secretary