

**MONTPELIER HOUSING AUTHORITY**  
**Regular Meeting**  
**May 21, 2019**

The meeting was called to order at 6:05 p.m. by Chairman Larson with Commissioners Hannon, Schultheis, Stevens- Favorite and Zern present.

**Agenda Item II – Approve Agenda**

The agenda was approved with no changes.

**Agenda Item III – Approval of Minutes**

Commissioner Zern moved that the minutes of the April 16, 2019 meeting be approved as written. Commissioner Stevens-Favorite seconded the motion and it passed unanimously.

Two tenants appeared to express concerns they had. The Board heard their concerns.

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

Vouchers and bank statements were made available for Commissioners to review. Mrs. Troiano reviewed March financial statements and answered questions.

Mrs. Troiano reported that there were 116 vouchers under lease as of May 1.

**Agenda Item V – Executive Directors Report**

There were no additions to the written report.

**Agenda Item VI – 5 Year Plan for Non-Routine Maintenance**

The Five Year Non- Routine Plan was discussed and questions answered. Mrs. Troiano noted that July 2019- June 2020 would become part of FY2020 budget.

The current year projects have been updated from what was adopted last year to include unanticipated non-routine expenditures.

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

**Agenda Item VII – Discussions and Actions FY20 Budget**

**A) Salaries and Benefits**

Mrs. Troiano passed out a spread sheet with the salary history for each employee. She reported that the City employees were scheduled to receive a 2.5% cost of living increase effective July 1.

She also said she would like to propose raises in addition to cost of living increases.

Mrs. Troiano was asked to leave the room. When she returned Commissioner Zern moved that the Executive Director's salary be set at \$88,000.00 that fulltime employees receive a 2.5% cost of living increase and a \$500.00 raise, and part time employees receive a 2.5 cost of living increase.

All eligible employees would also receive a 3% contribution to SEP. Commissioner Hannon seconded the motion and it passed unanimously.

There being no further business the meeting was adjourned at 7:40 pm

Respectfully submitted,

Jo Ann Troiano,  
Secretary