



Claremont Housing Authority

BOARD OF COMMISSIONERS MEETING MINUTES

Monday, June 15, 2015, 4 p.m.

Ball Room, 243 Broad St., Claremont, NH

Commissioners in Attendance:

Sandra Burnham, Chairwoman

Paul Magoon

Richard Columbia

Janice Richmond

Absent: Robin Butterfield

Others in Attendance:

Eric Zengota, Executive Director/Secretary

12 members of the public

1. Roll Call, Quorum, Pledge of Allegiance. Burnham called the meeting to order at 4:03 p.m. Roll call was taken; four commissioners were present. A quorum was established, and the meeting convened following the Pledge of Allegiance.

2. Adopt Agenda. Richmond moved to approve the agenda; seconded by Magoon. **Motion carried.**

3. Public Comment. Tenants requested: 1) a survey of the lights in the front garden, driveway and parking lot; 2) some type of "crosswalk" notice where the garden walkway meets the driveway; and 3) a security camera to monitor the tenants' gardens at the back of the building.

4. Approval of the minutes of the previous meeting (May 26, 2015). Richmond made a motion to accept the minutes; seconded by Columbia. **Motion carried.**

5. Executive Director's Report: Zengota reported:

- a. The Capital Fund for FY2015 was drawn down in early June and deposited in the bank. The deposit will be reflected in the June 2015 monthly budget comparative report.
- b. Projects noted at the previous meeting — garden pathway paving, new landscaping and lobby improvements — are underway.

Motion made by Richmond and seconded by Columbia to accept the Executive Director's report. **Motion carried.**

6. Treasurer's Report. Columbia reviewed statements from the bank and the monthly budget comparative report, dated May 31, 2015 (attached). A motion was made by Richmond and seconded by Magoon to approve the Treasurer's Report. **Motion carried.**

7. Housing Choice Voucher / Section 8 Program Report. Zengota reviewed the May 2015 report (attached). Richmond moved to accept the Housing Choice Voucher Program / Section 8 Report; seconded by Columbia. **Motion carried.**

8. Marion L. Phillips Report. Zengota reviewed the May 15 – June 15, 2015, MLP report (attached) showing current occupancy at 97%. There are 26 on the waiting list.

Marion L. Phillips Tenants Association. The minutes of the June 4, 2015, meeting were presented (attached).

Richmond moved to accept the Marion L. Phillips report; seconded by Columbia. **Motion carried.**

9. Committee Reports. There were no committee reports.

10. Old Business. There was no old business.

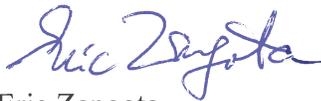
11. Unfinished Business. There was no unfinished business.

12. New Business. There was no new business.

Adjournment. As there was no more business to come before the Commissioners, it was moved by Richmond and seconded by Columbia to adjourn the meeting. The meeting was adjourned at 4:30 p.m.

Next meeting: TBA

Respectfully submitted,



Eric Zengota
Secretary