



Claremont Housing Authority

BOARD OF COMMISSIONERS MEETING MINUTES

Monday, October 20, 2014, 4 p.m.

Ball Room, 243 Broad St., Claremont, NH

Commissioners in Attendance:

Richard Columbia
Paul Magoon
Robin Butterfield
Janice Richmond

Others in Attendance:

Eric Zengota, Executive Director/Secretary
10 members of the public

Absent: Sandra Burnham

1. Roll Call, Quorum, Welcome. Columbia called the meeting to order at 4:08 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. Several tenants commented favorably on the new windows being installed and on the new covers around the main-entrance columns. One tenant requested that management consider installing a pedestrian crossing sign at the driveway entrance.

4. Approval of the minutes of the previous meeting (Sept. 15, 2014). Richmond made a motion to accept the minutes; seconded by Butterfield. **Motion carried.**

5. Executive Director's Report: Zengota reported:

- a. The column-covers project was completed Oct. 14, 2014.
- b. The windows-replacement project is scheduled to be completed Oct. 31, 2014.
- c. The date of the REAC inspection has been set for Monday, Dec. 8, 2014.
- d. The transformer will be replaced; work date to be scheduled.

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

6. Treasurer's Report. Columbia reviewed statements from the bank (September 30, 2014), 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 September 2014 report (attached). Richmond moved to accept the Housing Choice Voucher Program / Section 8 Report; seconded by Butterfield. **Motion carried.**

8. Marion L. Phillips Report. Zengota reviewed the Sept. 16-Oct. 17, 2014, MLP report (attached) showing current occupancy at 98%. There are 32 on the waiting list.

Butterfield moved to accept the Marion L. Phillips report; seconded by Richmond.

Motion carried.

8.a. The president of the Marion L. Phillips Tenants Association updated the Commissioners on the social activities that the association recently sponsored, as well as activities planned through January 2015.

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. The Commissioners reviewed the proposed payment standards for the Housing Choice Voucher program, to be effective Dec. 1, 2014. Richmond moved to accept Resolution 737, Confirm Housing Choice Voucher Program Payment Standards; seconded by Butterfield; resolution attached. **Motion carried.**

Adjournment. As there was no more business to come before the Commissioners, it was moved by Richmond and seconded by Magoon to adjourn the meeting. The meeting was adjourned at 4:35 p.m.

Next meeting: Dec. 15, 2014

Respectfully submitted,



Eric Zengota
Secretary