

REGULAR MEETING of January 9, 2023

The members of the Chelmsford Housing Authority met in Regular Session on October 31, 2022 at 5:00 p.m. via Zoom Video Communications Meeting ID 881 3310 2561.

1.) SCHEDULED APPOINTMENTS

None

2.) ROLL CALL

The meeting was called to order by M. Murray. Upon roll call, attendance was as follows:

PRESENT

M. Murray
D. Marcaurette
W. Mauriello
J. O'Connor
G. Mueller

ABSENT

None

3.) CONSENT AGENDA

On a motion by W. Mauriello, seconded by G. Mueller, it was voted unanimously to approve the consent agenda, i.e. the minutes of the regular meeting of October 31, 2022, the Treasurer's Report for November 2022, the bills through January 9, 2023, and the Executive Director's Report dated December 21, 2022.

4.) NEW BUSINESS

- a) **Review and approve certification of revised top five salary certification.** On a motion by D. Marcaurette, seconded by W. Mauriello, it was unanimously voted to approve the revised certification, which needed to be corrected because of an error on the original DHCD form.
- b) **Review and approve resolution authorizing the CHA to return the following contracts with the associated number of vouchers to HUD for reallocation:** MV1080V00251 (6 vouchers), MV10800252 (3 vouchers), MV10800253 (26 vouchers), MV108V00255 (5 vouchers). As presented in the Executive Report, D. Hedison explained that 40 Veterans' Affairs Supportive Housing vouchers have not received referrals for more than three years, due to underuse of the Bedford VA's office and resulting understaffing at the agency. Returning the vouchers will allow HUD to reallocate them to areas that would better serve veterans. On a motion by G. Mueller, seconded by D. Marcaurette, it was voted unanimously to approve a resolution to return the VASH contracts to HUD.
- c) **Review and approve implementation of CHOICE Fund and discuss funding sources.** D. Hedison explained to the board that this proposed fund would help people in need of housing-related assistance, such as money needed to cover the first month's rent when leasing an apartment. He proposed an amount of \$50,000 for initial funding, with \$25,000 coming from the Section 8 budget and \$25,000 coming from the CHOICE, Inc. budget. The CHOICE Fund will be reviewed on an ongoing basis to determine if it should be funded annually and, if so, by how much. D. Marcaurette asked how the applicants will be screened and what protection would be in place in the event of charges of discrimination. D. Hedison and Kirk Fulton, the Senior Director of Integration and Operations, explained that the CHOICE Fund is modeled after AgeSpan's DiStefano Family Care Fund and that C. Donahue and the Social Services team will be evaluating the applications. On a motion by G. Mueller, seconded by W. Mauriello, it was voted unanimously to implement the fund with a \$25,000 allocation from the Section 8 program.

On a motion by D. Marcaurette, seconded by G. Mueller, it was voted unanimously to adjourn the meeting at 5:45 p.m.

Respectfully Submitted,

Lisa Singleton