

Montpelier Housing Authority
Regular Meeting
May, 17 2022

The meeting was called to order at 6:00 pm by Chairman Larson with Commissioners Hannon, Schultheis and Zern present, Commissioner Stevens-Favorite participated by telephone .

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 19, 2022 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 31 financial reporters and answered questions. Management fees are still showing a deficit. She is discussing options with our fee accountant including changing the pro-rations.

We are still at 118 vouchers in use, but will lose two effective June 1. We have issued three vouchers but the market is really tight.

Agenda Item VI- Executive Directors Report

In addition to the written report, Mrs. Troiano clarified the comment about Non-Routine Expenditures. Last month the Five Year Plan for Non-Routine Maintenance. The work items approved for FY23 will have estimates attached to them and become part of the FY23 Budget.

Agenda Item VII- Discussion and Action 2021 Capital Grant Resolution

Mrs. Troiano advised the Board that HUD was again requiring a Board resolution declining the Capital Grant. After a short discussion Commissioner Hannon moved that the Authority decline to accept the FY2022 Capital Grant in the amount of 136,073.00. Commissioner Schultheis seconded the motion and it passed unanimously.

Agenda Item VIII- Discussion and Action – FY23 Budget

- A) Salaries and Benefits**
- B) Non-Routine Maintenance**

Mrs. Troiano passed out the spread sheet with the salary history of each employee. She noted that non-union city employees will receive a 2.5% increase effective July 1. A discussion followed

about the amount and type of raise – cost of living versus step increase, including a recommendation by Mrs. Troiano.

After further discussion Commissioner Zern moved that in order to achieve an overall 2.5% increase in salaries, and at the same time provide a step increase for Lorna and Brenda, that the Board adopt the recommendation to reduce the 2.5% increase to the Executive Director by \$1000.00 and increase the 2.5% wage increases of Lorna and Brenda by \$500.00 each. Commissioner Schultheis seconded the motion and it passed unanimously.

There being no further business, the meeting was adjourned at 7:00 pm

Respectfully submitted,

Jo Ann Troiano, Secretary