

Stonington Housing Authority  
Edythe K. Richmond Homes  
Community Building  
May 11, 2017  
Minutes

**CALL TO ORDER:**

Chairman Tom Hyland called the regular meeting of the Stonington Housing to order at 4:00 p.m.

**ROLL CALL:**

Those in attendance were Chairman Tom Hyland, Vice Chair Julie Savin, Commissioner Kate Careb, Resident Commissioner Janice Bogue, Executive Director Elaine Schmidt, Ron Normand and Becky Champlin. Commissioner Beth Leamon arrived late.

**MINUTES:**

A motion was made by Chair Hyland and seconded by Resident Commissioner Bogue to approve the minutes of the April 13, 2017 meeting, with amendments. Motion passed 4-0-0.

A motion was made by Chair Hyland and seconded by Vice Chair Savin to approve the minutes of the May 9, 2017 Special Meeting minutes. Motion passed 4-0-0.

**READING OF THE TREASURER'S REPORT:**

Commissioner Careb presented the Treasurer's report for April 30, 2017 showing a balance of \$3,212.00 in the Chelsea Groton Pet account, \$20,522.79 in the Chelsea Groton Operating checking account, \$13,535.44 in the Chelsea Groton Money Market account, with a total in all Chelsea Groton accounts of \$37,270.23. With regard to savings and investments; a total of \$454,015.42 and \$130.80 in petty cash bring the grand total of all savings and checking assets to \$491,416.45.

**BILLS AND COMMUNICATIONS:** None

**REPORT OF THE RESIDENT COMMISSIONER:**

A pizza party was held on April 20<sup>th</sup>, 2017. We got pizza from Stonington Pizza. It was enjoyed by everyone. Thank you to everyone who helped bring salads and desserts, any of those who helped set up and clean up. It was fun!

We play board games several times a week. Different people join us sometimes and people have been asking for the possibility of different games from time to time.

Chair exercises are usually held on Tuesdays, ongoing.

Thank you to the people that have been helping move people and helping people who have been to the hospital and needed some help when they returned home.

#### NEW BUSINESS:

Vice Chair Savin stated she would like to have a resident meeting on Friday, May 19<sup>th</sup> at 10:30am to discuss the transition of the Executive Director position. She also asked Resident Commissioner Bogue to plan a party for ED Schmidt to be held the first week of June.

ED Schmidt stated this would be her last Board Meeting and she would be resigned as of May 31, 2017.

Commissioner Careb thanked ED Schmidt for all of her extraordinary hard work, leadership, and expertise in the field of obtaining grants. She stated this renovation project all happened thanks to her.

#### OLD BUSINESS:

**2016 HTCCP and 2015 CDBG Small Cities Grant Update:** ED Schmidt stated that SHA committed to spend \$50,000.00 of its own money toward the renovation project.

**Update on Renovations by Ron Normand:** All 60 residents' apartments are finished as of today with the last resident being moved back into their unit on Friday. Contractors will still be finishing up installing windows and doors. The architect will be doing a walk through next week with Ron to make a punch list of all minor adjustments that need to be addressed. The EKR Community Room, laundry area and office will be renovated with new floors during the week of May 22<sup>nd</sup>, 2017. The laundry area will be closed for one day. Mail area will be uninterrupted. The week of May 29<sup>th</sup> will be focused on getting the grounds cleaned up with spreading loam and planting grass seed as needed.

#### PUBLIC COMMENT:

ED Schmidt asked Ron if he could obtain a couple of estimates on getting some repair work done on the SHA company vehicle. He stated yes he would.

Barbara Delbene mentioned that some of the windows weren't working properly. Ron stated it was due to the buildings sagging and he is working with architect on that to correct it.

Ruth Nolder thanked Ron and Elaine for the beautiful renovations.

Rosanne Cullen thanked Becky for being awesome in the office.

Ron stated the part-time helpers last day would be Friday, May 12, 2017. They all did a great job. Ellen did all of the painting and worked very hard and was always very pleasant to the residents. Commissioner Careb suggested inviting the part-time helpers to the annual 4<sup>th</sup> of July picnic and Christmas Party this year.

Chair Hyland made a motion to give Ellen a Visa gift card in the amount of \$100.00. Commissioner Careb seconded the motion. Motion passed 5-0-0.

**ADJOURNMENT:** A motion was made by Chair Hyland and Seconded by Vice Chair Savin to adjourn the meeting at 4:22 p.m. Motion passed 5-0-0.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Kathleen Careb', followed by a long, sweeping horizontal flourish.

Kathleen Careb, Secretary