

Stonington Housing Authority
Edythe K. Richmond Homes
Community Building
October 12, 2017
Minutes

CALL TO ORDER:

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

ROLL CALL:

Those in attendance were Chairman Thomas Hyland, Vice Chair Julie Savin, Commissioner Kate Careb, Resident Commissioner Janice Bogue, Ron Normand and Becky Champlin. Commissioner Beth Leamon arrived at 4:08 p.m.

MINUTES:

A motion was made by Resident Commissioner Bogue and seconded by Commissioner Careb to approve the minutes of the September 14, 2017 meeting, with amendments. Motion passed 4-0-0.

READING OF THE TREASURER'S REPORT:

Vice Chair Savin presented the Treasurer's report for September 30, 2017 showing a balance of \$3,012.00 in the Chelsea Groton Pet account, \$30,222.40 in the Chelsea Groton Operating checking account, \$13,546.86 in the Chelsea Groton Money Market account, \$27,484.94 in Savings Institute checking account, with a total in all Chelsea Groton accounts and Savings Institute of \$74,266.20. With regard to savings and investments; a total of \$364,562.33 and \$197.08 in petty cash bring the grand total of all savings and checking assets to \$439,025.61.

BILLS AND COMMUNICATIONS: One communication was received by Chair Hyland, from resident Jackie Musler, which was not read aloud due to confidentiality.

REPORT OF THE INTERIM EXECUTIVE DIRECTOR:

1. We have one vacancy and it is scheduled to be leased to a new resident on October 15, 2017.
2. Tenant Commissioner – Only one person was nominated and that is Megan Falcone. The election is still on and there is an opportunity for write-in ballots. Dates to cast ballots are October 16th and 17th between 10-3 at the office.
3. Community building exterior doors: Ron solicited quotes and has selected Nutmeg Remodeling. Work will commence shortly.
4. We have identified the need for 4 more cameras on the campus in areas determined to be out of the current surveillance area. Install is scheduled for the third week in October.
5. Preparing for the winter: Ron and I are working through winter/snow removal preparedness update and shall have it finalized and posted by Monday 11/13/17.
6. We are taking steps to trim back trees near buildings 16 and 17. Ron has determined that the trees in question are in fact on SHA property. Ron is soliciting quotes to trim back trees in questions.

7. Materials for the permanent replacement for the exterior lighting fixture near building 17 have arrived and Ron is coordinating the installation.
8. The Halloween Party/Soup Luncheon is scheduled for October 27th at noon. A \$40 Visa gift card will go to the resident in the best costume! Residents may sign up to bring a dish, snack, dessert, and beverage or contribute \$5.

REPORT OF THE RESIDENT COMMISSIONER:

1. Ongoing games were played.
2. The September birthday party for residents was held on September 21st.
3. Thank you for my term. Giving up the roll of Resident Commissioner is very hard. I have enjoyed serving you. This last year I have had medical conditions that I need to address. I feel I cannot devote the time and energy needed to continue as Resident Commissioner.

NEW BUSINESS:

Resident Issues: Pets/Cats, Mold, & Plumbing Issues: Vice Chair Savin commented that all residents who have cats must have up to date proof of rabies vaccinations. Information will be obtained on where residents can go for free or inexpensive shots. In regards to the mold issue in certain units, Vice Chair Savin spoke about using a new company that uses organic enzymes to treat the problem. Vice Chair Savin stated she had a memo sent out to every resident regarding what is and is not allowed to be flushed down toilets. If a third party has to be called in due to clogs, the resident will be responsible to pay if prohibited items are discovered as the cause.

Discussion of 2018 Meeting Schedule: The Board of Commissioners agreed to keep the 2nd Thursday of every month but changed the time to 5:00 pm for the monthly board meetings.

Halloween Party: As addressed in the Interim Director's report.

OLD BUSINESS:

Resident Commissioner Election: As discussed in the Interim Director's report.

PUBLIC COMMENT:

Resident Louise Bray inquired about getting reminder notifications via email and/or texting. Vice Chair Savin expressed that was a very good idea and said she will look into the possibility of starting an email chain and/or automated calling system.

Resident Joan Driscoll asked if residents can start feeding the birds again. Vice Chair Savin stated she was hesitant to allow it due to a recent rodent siting in the area. She will call the Town Sanitation department (Ryan McCammon) to find out more information and would base her decision on information provided by them.

Chair Hyland read an article from a local magazine regarding the Town of Stonington signing an agreement with Ledge Light Health District to provide health and sanitation services in regards to the recent rodent infestation in the area.

Chair Hyland made a motion to go into Executive Session at 4:19 p.m. Commissioner Careb seconded the motion. Motion passed 5-0-0.

EXECUTIVE SESSION: Executive Director Position

Chair Hyland made a motion to come out of Executive Session at 4:45 p.m. Commissioner Careb seconded the motion. Motion passed 5-0-0.

ADJOURNMENT: A motion was made by Chair Hyland and Seconded by Commissioner Leamon to adjourn the meeting at 4:45 p.m. Motion passed 5-0-0.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Kathleen Careb', with a long, sweeping horizontal flourish extending to the right.

Kathleen Careb, Secretary