

Stonington Housing Authority
Edythe K. Richmond Homes
Community Building
August 10, 2017
Minutes

CALL TO ORDER:

Chairman Thomas Hyland called the regular meeting of the Stonington Housing to order at 4:04 p.m.

ROLL CALL:

Those in attendance were Chairman Thomas Hyland, Vice Chair Julie Savin, Commissioner Kate Careb, Ron Normand and Becky Champlin. Commissioner Beth Leamon arrived at 4:06 p.m. Resident Commissioner Janice Bogue was absent.

MINUTES:

A motion was made by Chair Hyland and seconded by Commissioner Careb to approve the minutes of the July 13, 2017 meeting. Motion passed 4-0-0.

READING OF THE TREASURER'S REPORT:

Commissioner Careb presented the Treasurer's report for July 31, 2017 showing a balance of \$3,012.00 in the Chelsea Groton Pet account, \$174,076.47 in the Chelsea Groton Operating checking account, \$13,542.41 in the Chelsea Groton Money Market account, with a total in all Chelsea Groton accounts of \$190,630.88. With regard to savings and investments; a total of \$455,010.75 and \$113.20 in petty cash bring the grand total of all savings and checking assets to \$645,754.83.

BILLS AND COMMUNICATIONS: One communication was received by Chair Hyland from resident Ruth Nolder. It reads as follows:

August 10, 2017
Board of Commissioners
45 Sisk Drive
Pawcatuck, CT 06379

Dear Chair Hyland,

I'd like to express my appreciation to Ron Normand for his diligence in addressing the mold issues in my apartment. Every month, Ron exchanges the damp rid containers for fresh ones. He sprays the vents of the heat pumps to cut down on the odor from the mold.

A week ago, Ron brought in professionals who took my heat pumps apart and cleaned them. They mentioned to me that there was a considerable amount of mold in the units.

Ron dug a drainage ditch next to my apartment and it has been a huge help when it rains. I appreciate Ron's efforts. He always helps us whenever we need him and he always smiles.

With much appreciation, Ruth Nolder

REPORT OF THE INTERIM EXECUTIVE DIRECTOR:

1. Under the HTCC/CDBG grant, we have fully completed the punchlist. The close-out meeting was held on 7/14/17 with DEF, David Wert, SHA and Wagner Associates. Final payment and retainage to be released to DEF upon receipt of final lien waivers.
2. We have one vacancy and it is scheduled to be leased up September 1, 2017. We have exhausted the current waitlist and formally opened it up for new applicants.
3. Parking spaces – Spaces are not reserved exclusively for individual use. Rather all spaces are available to all residents on a “first come first served” basis. SHA does not have an assigned parking space policy and therefore all residents are welcome to park in any open parking space that is available at any time. SHA does request that residents free up spaces closer to units for others who have more mobility challenges as a courtesy.
4. Interviews are on-going for the Executive Director position. It is expected that the search will be completed no later than 9/1/17.

REPORT OF THE RESIDENT COMMISSIONER: No report given. Commissioner Bogue was absent.

NEW BUSINESS:

Executive Director Position: As referred to in the Interim Executive Director’s report.

Labor Day Picnic: The annual Labor Day picnic will be held on August 31, 2017. Residents will sign up for attendance.

Parking Spaces: As referred to in the Executive Director’s report.

OLD BUSINESS:

Annual Inspections Completed: Ron Normand stated that work orders are being put together in the sequence the inspections were done. There were a couple of issues with flooring in a couple of units that has already been addressed.

PUBLIC COMMENT:

Resident Denise Parzych spoke about the lack of attention to those residents who fail to follow rules. She has observed some residents smoking cigarettes on campus. She also expressed her discontent at how long it took for contractors to repair closet doors during the renovations.

Resident Ruth Nolder asked about the ongoing issue with some of the windows. Ron Normand and Vice Chair Savin assured her this would be taken care of in the spring. Bids will go out to hire an engineer to resolve the issue.

Chair Hyland made a motion to go into Executive Session. Commissioner Careb seconded the motion. Motion passed 4-0-0.

EXECUTIVE SESSION: Executive Director Position

Chair Hyland made a motion to come out of Executive Session at 4:49 p.m. Commissioner Careb seconded the motion. Motion passed 4-0-0. Chair Hyland made a motion to go back into the regular meeting. Commissioner Careb seconded the motion. Motion passed 4-0-0.

ADJOURNMENT: A motion was made by Chair Hyland and Seconded by Commissioner Careb to adjourn the meeting at 4:50 p.m. Motion passed 4-0-0.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Kathleen Careb", followed by a long horizontal flourish.

Kathleen Careb, Secretary