

NEWINGTON HOUSING AUTHORITY
MEETING MINUTES of
November 5, 2014

Roll Call and Call to Order

Present: Melinda Harvey, Rita Golden, Robert Counihan, Gary Guyette, Colleen Kornichuk,
Meeting called to order at 5:35 pm
-John Schultz was introduced as a new Board member.

Public Comment

-No

Approval of Minutes

Colleen Kornichuk made a motion, and John seconded to accept the minutes of the October meeting. Minutes of the October meeting were approved.

Financial Statement

Board reviewed the September bank balances and the 9/30 operating statement.

Board reviewed the 2015 Management plan submitted to CHFA for approval. Notable in the new plan is the addition of the income from the state RAP and increase in salary for the new Maintenance position.

Board reviewed the October operating statement

Signing of Checks

- Rita signed checks

Executive Director's Report

-The annual smoke detector and fire alarm system testing was completed by Melinda and DDJ Electrical. Batteries were changed in all of the smoke detectors and lights replaced on any emergency light fixtures that needed it.

-Keleher Park raised bed community gardens are under construction. These were funded by a grant from CHFA for Tenant projects. We had lots of gardening going on at Keleher this year so we decided to get the raised beds funded much like the successful community gardens we have at Cedar Village.

-Melinda will be meeting with Wagner Associates, Antonozzie and Associates and Craig Minor from the Town of Newington to discuss moving forward with the HUD small cities grant project for Cedar Village. All approvals have been received and we are now ready to get bid spec documents together to go out to bid on a General Contractor.

-The annual tag sale did not go as well this year as in past years. The tag sale raised ~\$150.00. The bake sale is scheduled for Wednesday Nov. 26, the day before Thanksgiving. Both fundraisers are to raise money towards the Housing Authority Holiday Party.

-The annual holiday party is scheduled for Friday December 12th at noon in the Sr. Center Auditorium.

-Melinda reported that she filled 4 of the vacancies. With the turnover, she has four more. We lost another young (49 year old) resident.

-Melinda let the board know that there are still two residents under some form of eviction...one is on a court stipulation the other we are waiting on a court date.

-Melinda met with the MDC to discuss the sewer project effecting Cedar Village. While it is highly unlikely that there will be any disruption of services, with the construction on Cedar St. they will be providing police to help with the egress from the property out to Cedar St. This project will hopefully fix the back up of water in heavy storms preventing residents from being able to flush their toilets and drain their sinks.

- The Wait list was opened October 14 and will remain open until November 14, partially to accommodate the Sr. Center Elder Expo. We will have a table there and have applications available. So far we have received 27 applications and Melinda anticipates the number will be somewhere around 50 when we close.

Old Business

-Melinda gave the final version of the new Maintenance position to the board and let the board know that Vidas has been informed the current position is being eliminated. The new position is a part time, daytime, 20 hours a week position. Melinda will advertise immediately.

-Melinda informed the Board that Steve Kalencik, our current Resident Services Coordinator has resigned effective January 31, 2015. Steve will be moving on to pursue other opportunities. Steve was hired in April of 2009. That position will also be advertised and posted on the CONN-NAHRO and CARSCHE websites. It is also a part time, 20 hour a week job, funded currently by the Department of Housing.

New Business

-Melinda distributed the 2015 Board meeting schedule.

-Motion made by Gary Guyette and seconded by Colleen to elect John Schultz as Assistant Treasurer. Motion passed

Meeting adjourned at 6:35pm

Next meeting, December 3, 2014 at Keleher Park

Respectfully submitted,


Melinda Harvey, Executive Director

