

NEWINGTON HOUSING AUTHORITY
MEETING MINUTES of
October 1, 2014

Roll Call and Call to Order

Present: Melinda Harvey, Rita Golden, Robert Counihan, Gary Guyette, Colleen Kornichuk,
Absent:

Meeting called to order at 5:40 pm

-Bob Counihan was introduced as a new Board member.

Public Comment

-CyndyTine from New Meadow and Vicente Ithier from Imagineers, LLC were present.

Approval of Minutes

Rita made a motion, and Colleen seconded to accept the minutes of the September meeting. Minutes of the September meeting were approved.

Imagineers HUD Presentation of Annual Plan

Vicente Ithier of Imagineers presented the HUD 5 year plan for our vouchers.

Colleen made a motion and Bob seconded to approve the 5 year plan.

Financial Statement

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

Signing of Checks

- Rita signed checks

Correspondence

-Melinda received notice from CHFA that our Annual Financial plan, aka, budget submission is due October 31.

-Melinda received notice from CHFA that the annual statistics are due October 31.

-Melinda received the first half of the RSC grant money for the year that covers Steve Kalencik.

Executive Director's Report

-Melinda said she is still gathering the last of the information from the residents for their RAP applications and is working on attaching their 2014 financial back up to each application.

-Melinda reported that one tenant had been evicted for long term issues...the State Marshal was on the property on Monday to meet Melinda to enforce the court order. Melinda also reported that we have two other residents under some level of the eviction process.

-D'Amelia and Associates will be our consultant for the SSHRP grant application. First steps are to sign a contract with them and begin working on the pre-development grant application to cover fees for the architects, consultants and Environmental updates.

-There is no current update on the HUD Small Cities Grant. We are still waiting for the state and then town to sign off on the paperwork.

-Having some high turnover due to deaths and elderly needing to go to additional care. Melinda is scrambling to show apartments and get new tenants in place.

Old Business

-The new Maintenance position description was discussed with some changes agreed upon. The suggestion is that it goes into effect in the New Year and will be in the new budget with the RAP subsidies. Melinda outlined the steps she will do to put the new position in place.

New Business

-The board officer positions were discussed. Colleen motioned and Gary seconded to elect Robert Counihan as chair. Vote passed and Bob was elected as the new Board chair.

-Bob motioned and Gary seconded a motion to re-elect Colleen as Vice Chair. Vote passed and Colleen will continue as Vice Chair.

-Colleen motioned and Bob seconded to elect Gary Guyette as Treasurer. Vote passed and Gary will be the new Treasurer.

Meeting adjourned at 6:40:pm

Next meeting, November 5, 2014 at Cedar Village

Respectfully submitted,


Melinda Harvey, Executive Director

