

# NEWINGTON HOUSING AUTHORITY

Special MEETING MINUTES of  
August 14, 2015

## Roll Call and Call to Order

Present: Melinda Harvey, Robert Counihan, Gary Guyette, Constance Ayers

Absent: Sue Robins, John Schultz

Meeting called to order at 11:15 am by Bob Counihan. It is noted there is a quorum present.

## **This was a special meeting called to address one item, the approval of the CHFA loan package.**

Bob Counihan started out by explaining that this meeting was to address this one issue and that no other matters could be voted on during this session. Other matters would have to be addressed at the next regularly scheduled meeting, September 2, 2015.

**A motion** was made by Gary Guyette and seconded by Constance Ayers to approve the loan of \$1,000,000 with CHFA for Capital improvements. The terms of the loan are 3% interest and payable over a 30 years.

## **Discussion:**

The loan offer from CHFA to accompany our SSHRP Grant from the DOH and CHFA is as follows:

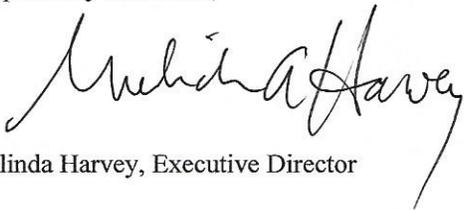
CHFA proposes to issue a loan in the amount of \$1,000,000 in conjunction with the SSHRP grant we applied for. This was decided due to looking at our long term financials they felt that instead of doing a grant in the amount of approximately \$3,800,000 the Housing Authority could carry a debt of \$1,000,000 over the next 30 years to supplement a lesser grant amount. The terms would be \$1,000,000 with CHFA for Capital improvements as outlined in the SSHRP grant submission at 3% interest to be paid back over 30 years. Our annual debt service would be \$50,592. Both Robert Counihan and Steve Ball (consultant with J. D'Amelia & Associates) ran the numbers and spreadsheets as supplied by CHFA and both agreed it was a doable debt service.

**Call of the motion:** A vote was taken of members present and passed. In addition, the two absent members of the Board previously emailed their consent as well.

Melinda will notify CHFA of the approval to take out a loan.

Meeting was adjourned at 11:25am by Bob Counihan.

Respectfully submitted,



Melinda Harvey, Executive Director



# NEWINGTON HOUSING AUTHORITY

MEETING MINUTES of  
July 1, 2015

## Roll Call and Call to Order

Present: Melinda Harvey, Robert Counihan, Sue Robins, John Schultz, Constance Ayers

Absent: Gary Guyette

Meeting called to order at 5:30 pm

## Public Comment

No Public comment

## Approval of Minutes

A motion was made by Connie, seconded by John to approve the June minutes. Motion passed.

## Financial Statement

-Board reviewed the May bank balances.

-Board reviewed the 2<sup>nd</sup> quarter Operating statement.

## Correspondence

Melinda received notice that Imagineers will be in attendance at our September meeting to do the annual HUD plan.

## Signing of Checks

-Bob signed checks.

## Executive Director's Report

- Solar project appears to be moving at snail's pace. There is agreement on the terms between CT Green Bank and the PHAs, but no documents have yet to be signed.
- Melinda updated the board as to the construction progress. Due to a low bid we may be able to do the siding and soffits at the same time as the windows. One mock up window has been installed. Fire system is still underway. Big undertaking and very disruptive to residents as the wiring has to go above the units and access is through the units into the crawl space.
- SSHRP-no official word at this time though we know we have made the final cut. CHFA is still looking at the project numbers.
- Pre-development loan from DOH was approved but we have yet to see the check.
- Melinda reported that the annual Unemployment compensation audit was conducted and though there is a slight adjustment due to the change in the maintenance salary, it went smoothly and the auditor thanks us for our well kept records.
- Melinda updated the board on the apartment fire progress. The apartment is gutted down to the studs. JP MaGuire has been wonderful to work with. Waiting for insurance adjuster and insurance company to approve all of the costs associated so we can start putting it back together again.

## Old Business

## New Business

- Melinda held apartment inspections in June. For the most part, most apartments are in good shape. There are a few that she will talk to Jeannine (our RSC) and town social workers to work with. Though not hoarding situations, getting very cluttered.
- Melinda contracted City Paving to do some repairs on the parking lot at Keleher Park. She received three bids and City Paving was the low bid.
- The annual CONN NAHRO convention will be held at Mohegan Sun August 30, 31 and September 1. Sue, Bob and Melinda are scheduled to attend.

Motion to adjourn by Sue, seconded by John to adjourn the meeting. Meeting adjourned at 6:25pm

There is no regularly scheduled meeting in August. Next meeting, September 2, 2015 at Keleher Park.

Respectfully submitted,

Melinda Harvey, Executive Director

