

NEWINGTON HOUSING AUTHORITY
MEETING MINUTES of
June 4, 2014

Roll Call and Call to Order

Present: Melinda Harvey, Rita Golden, Steve Karp, Colleen Kornichuk, GaryGuyette

Absent: Kevin Mason,

Meeting called to order at 5:40pm

Public Comment

-No Public Comment

Approval of Minutes

Gary made a motion and Rita seconded it to approve the minutes of the May meeting. The May minutes were approved.

Financial Statement

Board reviewed the May bank balances.

Board reviewed the May operating statement

Signing of Checks

- Rita signed 14 checks.

Correspondence

-Melinda reported that we received a letter from the Department of Housing committing funds for Rental Assistance for the next 10 years. The amount is approximately \$100,000 per year. After 10 years we would need to reapply. This is based on the Onsite Inspection Financial Report citing that while we are stable now, we will be at risk in the future without raising our base rents and applying for RAP subsidy.

-DOH has renewed our RSC grant funding for July1, 2014-June 30, 2015. The amount remains the same as last year.

Executive Director's Report

-All apartments have been inspected. A list of items to be addressed for each complex has been given to Vidas. Only one unit needs to be re-inspected to ensure they are keeping it clean.

-All three properties were power washed as we had considerable mildew and build up especially on the northern facing sides. We have not power washed in a few years.

-As no one from the public was present, Melinda updated the Board on any legal proceedings going on including several tenants under various stages of eviction.

-Audit is under way though Steve Bafundo has said he will not get it done on time. He started late and then had personal matters he had to attend to. Melinda told the auditor that we will be doing a performance clause in the next audit contract. While "life" happens and interferes, we contacted them in January to do the audit and it should not have been late. Late audits impact our chances of applying for State Grants as we are out of compliance until the audit is submitted.

- Melinda has received the "ball park" figure for the January grant submission. Based on the amount and type of funding we will be applying for we will be working with John D'Amelia to move forward with putting out a request for consultants and to submit a pre-development fund application from the State.

-Melinda let the board know that while we had two new people move in for June 1st and one for July 1, we have had several deaths and nursing home move-outs.

-Melinda reminded the Board that the quarterly meeting with the residents will be held in conjunction with our summer cookout at Cedar Village on June 12.

Old Business

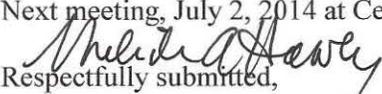
-Melinda talked to the Board about re-writing the job description for the Maintenance position. The discussion is about increasing the hours to 20 per week and it being a "first shift" job. Too many things require daytime maintenance which then draw away from Melinda's obligations. Melinda will work on the job description and submit it.

New Business

Board discussed the vacancy created by Kevin Mason's resignation. Gary wants to talk to Kevin to see if he can change his mind.

Colleen made a motion and Rita seconded it, meeting adjourned at 6:30 pm.

Next meeting, July 2, 2014 at Cedar Village


Respectfully submitted,
Melinda Harvey, Executive Director

