

NEWINGTON HOUSING AUTHORITY

MEETING MINUTES of Meeting

June 1, 2016

Roll Call and Call to Order

Present: Melinda Harvey, Robert Counihan, Susan Robins, Constance Ayers, Gary Guyette, Ken Langille

Absent:

Meeting called to order at 5:32 pm by Robert Counihan, Chair

Public Comment-

None

Approval of Minutes

A motion was made by Sue Robins and seconded by Constance Ayers to approve the May meeting minutes. Motion passed.

Financial Statements

Both the Operating Statement and bank balances were reviewed.

Financial report accepted.

Signing of Checks

Bob Counihan signed checks.

Correspondence

We have received the contract from the MDC to install a new clean out near the property line on Chapman Street. Gary Guyette made a motion, Ken Langille seconded to sign the contract with MDC to fix known problems on Chapman Street by installing a clean out. Motion passed.

Executive Director's Report

-Melinda updated the board on the Cedar St. renovation project. We are awaiting the BRD electricians to put blocks behind the new lights that were installed outside each apartment. Without the blocks, the lights were on a slant due to the siding. This fix should be taking place in June.

-We have applied for an extension on our closing with CHFA on the SSHRP project. This is due to additional requirements by the State for the closing. We have asked for a 3 month extension. Melinda is also waiting on the architectural document review by CHFA. As soon as that is done we can go out to bid on the General Contractor. Was supposed to happen in June but since the state has not yet signed off on the bid specs we cannot proceed.

-All three property's solar panels are installed and up and running. Now we wait to see what we save!

-Melinda is working on the recertifications for June and July. Due to a timing difference with J. D'Amelia, there are also several discrepancies which she is working at clearing up. Next year we will do the recerts when the residents get their letters from J. D'Amelia so they are coordinated and done at the same time.

-The board signed off on a Grievance Step 3 letter to one of the residents. It is likely that this issue will end up in court.

-Melinda had 2 new tenants for June 1, and one for July 1. Unfortunately we also unexpectedly lost one longtime resident.

Old Business-

New Business

-Bob Counihan said that next month he had a schedule conflict and if we could meet at 5:00 instead of 5:30 we would not have to move the date. All agreed to meet at 5:00. Melinda will send a change in the meeting schedule to Tanya Lane and have it posted on the town website.

There was a motion to adjourn by Gary Guyette, seconded by Ken Langille. The meeting was adjourned at 6:17pm.

Next meeting scheduled for July 6, 2016 will be a special meeting at 5:00pm..

Respectfully submitted,

Melinda Harvey,
Executive Director



Robert Counihan, Chair, Susan Robins, Gary Guyette
Ken Langille, Constance Ayers
Melinda Harvey, Executive Director