

**STONINGTON HOUSING AUTHORITY
EDYTHE K. RICHMOND HOMES
COMMUNITY BUILDING
February 12, 2013
MINUTES**

CALL TO ORDER:

Jim Kelley called the regular meeting of the Stonington Housing Authority to order at 4:00 p.m.

ATTENDANCE:

Those in attendance were Jim Kelley, Tom Hyland, Julie Savin, Ruth Nolder, Alex Bazydlo and Dina Page.

MINUTES:

Dina Page read the minutes of the January 2013 meeting. Jim Kelley made a motion to accept the minutes with corrections in the date and in Alex's report regarding the generator. The motion was seconded and all were in favor.

TREASURER REPORT:

Julie Savin presented the Treasurer's report for January 2013. A motion was made to accept the report as read. The motion was seconded and all were in favor.

REPORT OF THE OFFICE MANAGER:

Dina reported that she and Ruth had been working on a Welcome Package for all new tenants and had a sample folder to present to the board. Dina also reported that the bank verification forms were now starting to come back from the banks and that she would soon be starting the recertification process. Dina stated that the waiting list is now reopened as of February 1, 2013.

OLD BUSINESS:

AUDIT

Alex reported that he has been in contact with Julia at Mahoney & Sabol in regard to the audit and noted that she needed an update of the commissioner slate and a couple of questions answered.

Federal/ DECD Grant –

Alex reported that he and Peter Testa reviewed the scope of work at their meeting on Thursday January 28, 2013 and he had bad news. Alex said the scope of work was greater than he applied for and therefore more costly. He said he was trying to find out what may have happened that changed the original scope. Julie suggested that we ask for a budget amendment to go back to the original scope and Alex agreed he would speak to Peter Testa about the amendment.

Access/CL&P Grant

Alex reported that the 27 exterior lights for the walkways are in the garage and that he has contacted Angelique so that the electricians can work towards a date for installation. He also stated that the lights were not LED but induction acorn lights.

Generator

Alex reported that the wiring for the generator is completed and we are now waiting for Huntington Power for start up. He stated that everything has been backed up because of the late delivery, snow storms and other factors but is hopeful that they will be here within a couple weeks for start up.

CHFA

Alex stated that funding applied for had been exhausted but was told that there is another round of funding coming up that he will be looking into.

WAITING LIST

Alex reported that the waiting list is now reopened as of February 1, 2013. He also stated that he is in the process of writing the Waiting List policy with the help of Julie's extensive notes and paperwork he received at the workshop. He stated that any new applications that are accepted will be put into a lottery.

WORK STATION

Alex suggested that we go wireless for office machines and set up another work station with a wireless router. Jim Kelly directed Alex to purchase a new wireless printer/scanner.

CORRESPONDANCE:

Ruth Nolder read a letter from one of the tenants commending Alex's dedication during the snow storm and commented on a job well done.

Ruth reported that she attended the Basic Training for Commissioners last month. She informed the Board that Wii bowling has started in the Community Hall and that there is also cable television in the hall for all tenants.

NEW BUSINESS:

Jim Kelley brought up the no smoking policy and asked each board member on their input. Jim made a motion to make all Housing Authority property and buildings a non-smoking facility. Ruth Nolder seconded the motion. The motion passed 3 to 1 with Tom Hyland voting no.

Tom Hyland asked Alex if he had looked into the issue of utility allowances. Alex stated that he had spoken to Wilma Ramos at CHFA and was informed that because the rents here are not subsidized that current allowances are fine.

VACANCY:

There are three vacant apartments that are in the process of being occupied.

ADJOURNMENT:

Ruth Nolder motioned to adjourn the meeting at 5:30 p.m. Tom Hyland seconded the motion and all were in favor.

Respectfully Submitted,

Dina Page-Recording Secretary