

NEWINGTON HOUSING AUTHORITY

MEETING MINUTES of
November 4, 2015

Roll Call and Call to Order

Present: Melinda Harvey, Robert Counihan, Gary Guyette, Susan Robins

Absent: John Schultz, Constance Ayers

Meeting called to order at 5:31 pm by Bob Counihan.

Public Comment- None

Approval of Minutes

A motion was made by Sue Robins and seconded by Gary Guyette to approve the October meeting minutes. Motion passed.

Financial Statements

Both the Operating Statement and bank balances were reviewed.

Signing of Checks

Bob Counihan counter signed checks.

Correspondence

-Melinda will talk to John D'Amelia regarding the signing of the Commitment Letter to CHFA. There are a few points we still want to consider before signing. John D'Amelia is negotiating on behalf of Hamden Housing Authority and we would like them to negotiate on our behalf as well.

Executive Director's Report

- A Board Resolution **was** adopted empowering Melinda Harvey as the Executive Director to act on behalf of the Housing Authority to execute the Site Lease and PPA documents with Connecticut Green Bank to install a leased solar energy system.
- The Cedar Village construction is winding down. The units look great with the new windows, siding and storm doors. We are looking into adding in some new light fixtures and exterior doors.
- As discussed above, we are still negotiating the SSHRP loan agreement.
- Melinda will order ping pong tables for the Community rooms from the State HASIP grant we received.
- The apartment is almost ready for the resident to move back in. It looks great. JP Maguire did a good job overseeing the renovations and repairs.
- We received 33 new applications this go around. Our list is over 100 now. Approximately half of the applicants have a Newington connection and more than half are seniors.
- Melinda is actively showing and filling the vacancies. Turnover is still active. We have two scheduled for December move in and two more for January move in.
- Our annual pre-Thanksgiving Bake sale will be held on Wednesday November 25 from 10:00 to 1:30pm at the Senior and Disabled Center. This bake sale helps offset the cost of the Holiday party scheduled for 1:00pm on December 11 also at the Sr. Center.

A motion to adjourn was made by Gary Guyette, seconded by Sue Robins. Meeting was adjourned at 6:15 by Bob Counihan.

Respectfully submitted,

Melinda Harvey,
Executive Director

