

NEWINGTON HOUSING AUTHORITY
MEETING MINUTES of
February 4, 2015

Roll Call and Call to Order

Present: Melinda Harvey, Robert Counihan, Colleen Kornichuk, John Schultz

Absent: Gary Guyette

Meeting called to order at 5:43 pm

Public Comment

-No Public comment.

Approval of Minutes

-Colleen made a motion, and John seconded to accept the minutes of the December meeting. Minutes of the December meeting were approved. No minutes for January as there was not a quorum.

Financial Statement

-Board reviewed the December bank balances.

-Board reviewed the January Operating statement. New budget numbers had not yet been input.

-Melinda reminded the board that they had deferred discussion on a "bonus" check for Steve K. until his departure. Board approved a bonus check to be given to Steve Kalencik at his farewell luncheon.

Correspondence

-Melinda received the semi-annual Board of Commissioners 'attendance report to fill out and return to the Town of Newington.

-Melinda received a "thank you" note from Human Services for the donations we made of clothing and boots.

Signing of Checks

- John signed off on several checks.

Executive Director's Report

-Melinda reported that there were no Tenant Commissioner nominations and the time period for an election had passed. However, one of the people whose names did come up but turned down the position had a change in schedule so now could serve on the board. Melinda has sent the Town her name to be appointed to the Board as the Tenant Commissioner. We are awaiting confirmation. If the tenant is appointed we will have to move the meetings to Keleher Park on a permanent basis as opposed to rotating them as the tenant does not have her own transportation. Melinda is not covered under any insurance to transport residents in her private vehicle.

Once we hear from the Town Council on the appointment, Melinda will send a change in schedule to the Town and residents.

-The General Contractor bids for the HUD Small Cities Grant work on Cedar Village were due on January 27th. Due to weather conditions, the time was extended for two days so the opening of the sealed bids was on January 29, 2015 by Jeff Baron of the Town of Newington. Results were given to the Architect to go over and check out. No final decision has yet been made.

-The announcement of the next round of State Housing Redevelopment Funding was announced. We are still a "go" for our ~\$3,000,000 grant submission for this round due in April. We are working with the Consultant, J. D'Amelia Associates to complete the application and all of the other requirements for this submission. To get Architectural drawings moving and the updated Environmental work done we are submitting a pre-development loan application with the Dept. of Housing. This would help with the additional seed money needed to get all of the work done for this funding round. Additionally we will need to approve both the Architects contract of \$210,000 and Environmental contract of \$28,000 to get the work done. These funds will mostly be reimbursed when we are funded for both the pre-development loan and the State grant (they all get rolled into the costs). Melinda asked for a motion to approve the contract for Antinozzi Associates in the amount of \$210,000, and to Enviroplan in the amount of \$28,000 to be able to move forward to completing the required pre-work for the SSHRP grant submission.

John made the motion to approve both contracts and Colleen seconded the motion. All were in favor and the motion was passed. (A phone vote on this issue was taken prior to the meeting and it had been passed then as well).

-We are working with Solar 64 to assess whether solar will avail us savings at the three properties for the common areas (including Community rooms, hallways and outdoor lighting). The program is being paid for by the State of Connecticut. They will cover the cost of the installation and maintenance and set a rate for us. The next step is to get the application in to CL&P to see if we are selected. Once selected, we will get all of the numbers and can make a decision whether to go forward or not. Both Melinda and the residents are excited about this possibility from both financial and environmental standpoints.

-The lighting installation has been completed at Keleher Park. New outdoor lighting was installed (through the CL&P program) and also LED lighting in the Common areas (hallways and Community Room). We hope to see a substantial long term savings from this program. This was about \$13,000 of lighting we obtained through the grant.

-Melinda mentioned since the new weatherization and insulation has been installed we are receiving fewer calls regarding residents feeling cold. Several have said they feel a big difference. This too was mostly covered in a grant and has changed our R values substantially.

-Melinda has submitted the paperwork for the second half of the RSC grant we were awarded back in June. It is important to get it in quickly so that it is not a potential for the State's cutbacks.

Old Business

-Melinda reminded everyone that we are holding a farewell lunch for Steve and welcome lunch for Jeannine on Friday February 6, 2015 in the Multi-Purpose room at the Sr. and Disabled Center at 12:00pm.

New Business

-None

Motion to adjourn by Colleen, John Seconded. Meeting adjourned at 6:40pm

Next meeting, March 4, 2015 at Keleher Park

Respectfully submitted,

Melinda Harvey, Executive Director

