

NEWINGTON HOUSING AUTHORITY
MEETING MINUTES
November 11, 2009

Roll Call and Call to Order

Present: Steve Karp, Rita Golden, Gary Guyette, Kevin Mason, Colleen Kornichuk, Melinda Harvey, Director and Bob Counihan.

The Chair called the meeting to order at 5:31pm.

Public Comment

No Public Comments

Approval of Minutes

Motion to approve the minutes as written of the October meeting was made by Colleen Kornichuk and seconded by Rita Golden. All approved.

Financial Statement

Bob spoke about the Management Plan submitted to CHFA and that there were no real changes made to it and he based the numbers on current YTD actual numbers. He saw no real issues looming.

Monthly financials as of October 31st still look good. Account balances holding steady other than using the STIF funds for Capital projects such as the boilers and windows at Keleher.

Melinda mentioned that one of the CDs will be coming due in December and she wanted to know what the board would like to do. Melinda will check current rates and it was decided that we would roll over the CD for a 1 year period and hope rates would go up after that time. Melinda will research banks and rates.

Review of Invoices

Invoices and checks signed earlier by Rita Golden and Melinda Harvey.

Correspondence

Melinda had received a letter from Dave Woods of the Fire Marshal's office regarding an annual inspection and violations. Melinda has taken care of all of the violations and a letter was sent back to Dave within the 30 day timeframe.

Director's Report

Discussion on the new windows for Keleher. It was decided to go with Rocky's Home Improvement. Several bids were close but his package was the most comprehensive, and his references were even from individuals within the Housing Authorities. Colleen wanted to know if we could inquire about the use of grids in the windows. Melinda will check as to the additional cost and take an on-line vote. A motion was made by Kevin, seconded by Rita to award the contract to Rocky's Home Improvement to do the windows . Motion passed. A separate motion was made to check into the grids and to then take an online vote depending on the cost outcome. Motion made by Colleen and seconded by Gary. Motion was passed.

Vacancy update-all units are currently rented up.

Holiday party is scheduled for December 18. Dave and Friends will be the entertainment, it will be held at the Sr. and Disabled Community Center and we will have a modest catered lunch menu. All Directors received an

invitation. Melinda mentioned and showed the Board the centerpieces that the residents at Cedar Village have been making. We have approximately 35 residents and another 20 guests with reservations.

Old Business

None

New Business

Steve Karp brought up the fact that it is almost a year since Melinda started and he thought it would be good to have re-send the questionnaire to the residents to see how things are going.

Executive Session

Melinda asked to go into Executive Session to discuss a personnel matter. Board went into Executive at 6:31

Moved out of Executive Session at 6: 40pm and meeting was adjourned.

Respectfully submitted:

Melinda Harvey

Executive Director