

NEWINGTON HOUSING AUTHORITY

MEETING MINUTES of

March 2 , 2016

Roll Call and Call to Order

Present: Melinda Harvey, Robert Counihan, Susan Robins, Ken Langille

Absent: Constance Ayers, Gary Guyette

Meeting called to order at 5:38 pm by Robert Counihan, Chair

Public Comment-

None

Approval of Minutes

A motion was made by Sue Robins and seconded by Ken Langille to approve the February meeting minutes. Motion passed.

Financial Statements

Both the Operating Statement and bank balances were reviewed. No questions or comments.

Signing of Checks

Robert Counihan signed checks.

Correspondence

We received the proposal from A.J. Bafundo to do our bi-annual audit. There was a motion set forth by Ken Langille to accept the proposal from A.J. Bafundo in the amount of \$9000 to do our bi-annual audit. The motion was seconded by Sue Robins. Motion passed.

We received the closing checklist from the State of Connecticut for our loan closing.

We received the check from DECD for the Resident Services Coordinator grant for the second half of the grant year.

Executive Director's Report

- BRD builders has installed a mock up door over at Cedar Village. Once the mock up is approved they will order the rest of the exterior doors as part of the Cedar Village Small Cities project.
- As stated above, we have received the Closing checklist for the CHFA loan and State grant, and architect drawings are being finalized. We ought to be going out to General Contractor Bidding in April.
- Solar panel installation should begin before the end of the month.
- Melinda updated the board on several tenant issues.

Old Business-

Bob wanted to bring up that given the scope of the next construction project he feels we really ought to pursue a Clerk of the Works. Melinda concurred and stated we had submitted a line item in the grant budget for one.

New Business

There was a motion to adjourn by Ken Langille, seconded by Sue Robins. The meeting was adjourned at 6:32pm.

Next meeting scheduled for April 6, 2016.

Respectfully submitted,



Melinda Harvey,
Executive Director



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