

ESSEX HOUSING AUTHORITY

16 MAIN STREET

CENTERBROOK, CT 06409

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June 16, 2014

Present: Janice Atkeson, RoseMary Willis, David Gephard, Dawn Boulanger and Maria DeMarco and Tammy Mesitye.

Absent: Rick Stebbins

Called to Order

Meeting was called to order at 11:05 a.m. by board chair, Janice Atkeson.

Approval of Minutes

Minutes from the January 2014 meeting were approved as written.

Residents

David Gephard reported about the meeting of the residents held by Les Williams of Public Housing Network regarding the new development Essex Place and how it will affect the residents of Essex Court. He reported the two main concerns were 1. The parking situation during and after the construction and 2. The entering and exiting of the construction equipment. Maria DeMarco complemented Dave G. on doing a great job with this task.

Financials

Financials were reviewed and discussed. So far this year looks to be in good shape.

Manager's Report was read and discussed.

Old Business

The new lease- the final document is pending CHFA for approval.

The tenant selection plan/wait list process- All new applicants will be placed on a wait list at this point. A new tenant selection plan is pending CHFA approval.

AFM plan pending CHFA approval.

Resident Handbook needs to be further edited then sent up for approval.

Resident Issues –No issues reported at this time.

Smoke Free Housing, smoking just outside, 25ft from any building started on July 1, 2013.

There appears to be a few people still smoking in their apartments. Warning letters were sent.

On July 1, 2014 we will become a smoke free campus.

Grant application – could not be completed and sent in because we were not shovel ready.

Goal for 2015 we need to get engineer for septic systems (monies to come out of reserves) and pricing for septic updates. Prices for kitchen renovations, new bathroom fans, and new bypass doors were received. Looking to be ready to apply for the Towns 2015 Small Cities Grant.

Gutters- new gutters are all in place. A Best Gutters out of Colchester CT did the job.

New Development

EEAH for Essex Place received zoning approval – More funding is needed and the grant application due in on June 16 was completed and is in.

New Business

Audit companies- were discussed and it was agreed to try Kircaldie Randall & McNab out of North Haven due to the fact that they were 750.00 cheaper.

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Regular Meeting was Adjourned at 11:45am.

Motions and Votes for Regular Meeting

June 16, 2014

Motion: Approval of Minutes as written from the January 2014 board meeting

Motioned: RoseMary Willis

Seconded: David Gephard

Voted: All in favor

Motion: To Adjourn meeting at 11:45am

Motioned: RoseMary Willis

Seconded: David Gephard

Voted: All in favor

Respectfully submitted by Tammy S. Mesite