

**ESSEX HOUSING AUTHORITY
16 MAIN STREET
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APRIL 16, 2018

Present: Janice Atkeson, Rosemary Willis, Yolanda Lowe, Rick Stebbins, Gary Arnhold, Maria DeMarco and Mary Mansour

Called to Order

Meeting was called to order at 4:30p.m. by board chair, Janice Atkeson.

Approval of Minutes

Minutes from the February 19, 2017 meeting were approved as written.

Resident Report

Gary Arnhold was present as Resident Representative. There was no resident report.

Financials

Financials were reviewed and accepted.

Management Company Report

No formal report.

Manager's Report was read and discussed.

Essex Court has no delinquencies.

We have 50 applicants on the waiting list.

During the month of March, we hosted two social gatherings over at Essex Place. Both events were well attended. Weekly lunches take place on Wednesdays at Essex Court.

SAV MOR completed routine maintenance on all HVAC heating / cooling units in March. Upon inspection, one HVAC unit contained bird seed debris and nests which the tec attributed to feeding birds. The Tec expressed concern about nesting mice chewing the unit wires. Consequently, a second notice went out to residents prohibiting feeding birds.

Fire Tec was on site in March to complete routine maintenance on all units. Call for aid cords and alarm system were inspected and are in good working order

Old Business

Board Chair and Maintenance staff went to Garden iron to review the inventory for Essex Court and negotiate a cost to secure the inventory. To date, nothing has been settled. Garden Iron has not been responsive to attempts to contact them.

Thanks to the efforts of the Board Chair and board members, the kitchen project over at Essex Place is complete. Fund raising efforts are under way to stock the kitchen with needed items.

New Business

One resident moved out of Essex Court into a nursing care facility. The unit will be available in May. Applicants from the waiting list have been notified and we will begin the screening process.

Nearly all recertifications were completed in March. A few residents are still working on obtaining all necessary documents.

EEAH –

The Call for Aid system will be updated. Fire Tec will install a modified system allowing EMS to be notified and dispatched when cords are pulled.

HVAC heating / cooling units continue to have intermittent problems. The installer is aware of the issues and is working to correct the problem.

NEXT MEETING is June 18, 2018 at 4PM. .

Regular Meeting was Adjourned at 5:08pm.

Motions and Votes for Regular Meeting

None

Respectfully submitted by Mary Mansour April 17, 2018