

April 18, 2018

Mayfair Gardens Community Room

Attending: Chairman Josh Howroyd
Paul Rubin – Vice Chairman
Timothy Becker
Lisa O’Neill
Joseph D’Ascoli, Executive Director

Absent Paul Rubin – Vice Chairman
Judith Taylor – Tenant Commissioner

I. Meeting Called to Order

Chairman Howroyd called the meeting to order at 6:41 pm.

II. Adoption of Minutes – Meeting of March 21st, and April 10th, 2018

Chairman Howroyd called for a motion to approve the minutes of March 21st. Ms. O’Neill so moved; Mr. Becker seconded, and motion passed 3-0.

Chairman Howroyd called for a motion to approve the minutes of April 10th. Ms. O’Neill so moved; Mr. Becker seconded, and motion passed 2-0-1with Mr. Becker abstaining from vote.

III. Correspondence

Letter from HUD dated April 13th Acknowledging of the 25 PBV for Spencer Village

IV. Accounts Payable – March 2018 Payment Summary & Detail Report

No comments from the Board.

V. Executive Director’s Report - None

A. Financial Statements

Mr. D’Ascoli commented on the MHA’s financial status which looks good and he added that all programs accrued insurance provisions and PILOT which normally causes a little loss in March along with higher utility expenses. Overall MHA is in very good shape.

B. Vacancy Report – March 2018

Mr. D’Ascoli praised the maintenance staff for doing an excellent job once again for keeping up with getting units ready for lease up. We have had several snow storms and cold snaps that required maintenance to clear snow from the property.

C. General Information

a. Modernization Report – Mr. D’Ascoli reviewed the various projects MHA is working on. We have an RFP out to replace several roofs at Westhill Gardens, Mayfair Gardens and our scattered sites. Also RFP are out in regards to Mayfair Gardens Electrical Panel upgrades.

b. Tenant Commissioner Election – Discussion in regards to when the process will need to start to begin. As we must follow the State of CT statute Sec. 8-41. Appointment. Qualifications and tenure of commissioners. Selection of tenant commissioners. The process needs to begin within the next few months.

VI. Chairman's Report –

Josh had handed out the Ct statutes that pertain to the Tenant Commissioner Election along with some literature from other surrounding H.A. within the state

VII. Old Business

Resolution 2018-2 - New and Revised Personnel Policies

Mr. D'Ascoli had presented the new and revised Personnel policy and after past discussion the incorporated language changes were made. Chairman Howroyd called for a motion to pass Resolution 2018-2 – New and Revised Personnel Policies. Mr. Becker so moved; Ms. O'Neill seconded, and motion passed 3-0.

VIII. New Business

A. Resolution 2018-6 FY 2018 Income limits

Mr. D'Ascoli had presented the new FY 2018 Income Limits that were published on April 2, 2018 in which HUD revised the income limits to be used for P.H. and Section 8 to determine the income eligibility of applicants for P.H. Section 8 and other programs. Chairman Howroyd called for a motion to pass Resolution 2018-6 FY 2018 Income Limits. Ms. O'Neill so moved; Mr. Becker seconded, and motion passed 3-0.

IX. Items for Future Agenda

Chairman Howroyd had asked that any other items that you like to be added to the agenda, please forwarded them to him or Mr. D'Ascoli.

X. Executive Session – None

XI. Adjournment

Chairman Howroyd called for a motion to adjourn the meeting. Ms. O'Neill so moved; Mr. Becker seconded. Motion passed 3-0 and the meeting adjourned at 7:55 pm.



CHAIRMAN

5/15/2018



ATTEST

5/15/18