



The Stratford Housing Authority will set the flat rental amount for each public housing unit that complies with the requirement that all flat rents be set at no less than 80 percent of the applicable Fair Market Rent (FMR) adjusted, if necessary, to account for reasonable utilities costs. The new flat rental amount will apply to all new program admissions effective October 31, 2014. For current program participants that pay the flat rental amount, the new flat rental amount will be offered, as well as the income-based rental amount, at the next annual rental option.

The Stratford Housing Authority will place a cap on any increase in a family's rental payment that exceeds 35 percent, and is a result of changes to the flat rental amount as follows:

- Multiply the existing flat rental payment by 1.35 and compare that to the updated flat rental amount;
- The PHA will present two rent options to the family as follows:
  - the lower of the product of the calculation and the updated flat rental amount; and
  - the income-based rent

MOTION: Barbara English

VOTE: Unanimous

SECOND: Evelyn Garofolo

**MINUTES OF ANNUAL MEETING OF JULY 1, 2014**

**ITEM #3**

Motion was made to approve the Minutes of the Annual Meeting of July 1, 2014 as presented.

MOTION: Ken Bishop

VOTE: Unanimous

SECOND: Barbara English

**APPROVED BILLS FOR THE MONTHS OF JUNE, JULY AND AUGUST 2014**

**ITEM #4**

Motion was made to approve the bills for the months of June, July and August 2014 as presented.

MOTION: Ken Bishop

VOTE: Unanimous

SECOND: Evelyn Garofolo

**EXECUTIVE DIRECTOR'S REPORT FOR THE MONTHS OF JUNE, JULY AND AUGUST 2014**

**ITEM #5**

Kevin Nelson reported that the Housing Authority received a high performer status on its federal annual review, receiving a score of 96 out of 100. The Meadowview Manor renovation work is currently underway and is progressing a little slower than we would like due to a few minor changes. It is hoped to have the work completed by April, 2015.

The 2015 federal congressional budget is still not passed. Both the Senate and House have passed a Continuing Resolution to keep the government running if the House and Senate cannot come to an agreement for the October 1<sup>st</sup> fiscal year start.

Motion was made to accept the Executive Director's report for the months of June, July and August 2014.

MOTION: Barbara English

VOTE: Unanimous

SECOND: Evelyn Garofolo

**FINANCE DIRECTOR'S REPORT**

**ITEM #6**

Liz Sulik explained all the statements are for the period ending June 30, 2014. The first one is for E5, 179, 201, the state elderly units, which are Shiloh and Lucas Gardens. We ended the period with a net gain of \$6,189.77.

The second financial statement presented was for MR-71, Meadowview Manor, our state family units. The period ended with a net gain of \$54,155.49.

The third statement was for CT 27-1A, 1B, 2, 3, 5, our federal family and elderly projects. This statement was presented by Asset Management Project (AMP). AMP 100 represents our family units (Hearthstone and 496 Sedgewick Avenue, 27-1A and 27-5), which recognized a \$48,032.14 gain, and AMP 200, our elderly units (Elm Terrace, Kennedy and Baldwin, 27-1B, 27-2 and 27-3) ended the six month period with a gain of \$43,413.83.

The final financial statement was for our DSS Program, which recognized a gain of \$45,844.99.

Motion was made to accept the Finance Director's report as presented.

MOTION: Barbara English VOTE: Unanimous

SECOND: Ken Bishop

**HOUSING AUTHORITY ATTORNEY'S REPORT**  
**ITEM #7**

Kevin Nelson indicated that he had received a message that Attorney Florek was in housing court on one of the Authority's matters and was unsure if he would be able to attend the meeting.

**SIDEWALK REPAIR AND REPLACEMENT AT KENNEDY, BALDWIN, ELM TERRACE  
AND HEARTHSTONE APARTMENTS – BID SELECTION**  
**ITEM # 8**

Kevin Nelson explained that this is part of our Capital Fund Program. The Authority went out to bid for this project and received only one bid, which was approximately \$30,000 less than the architect's estimate for the work. The bidder has done work in the past for us and we have been very happy with him. Based on this, we have decided to accept the one bid rather than go through the expense of another bid opening.

**Resolution #16-2014**

Resolved: That the Board of Commissioners approves the low bid of Stanley Construction, LLC of Seymour, CT in the amount of \$199,442.00 for sidewalk repair and replacement at Kennedy, Baldwin, Elm Terrace and Hearthstone Apartments. Stanley Construction, LLC was the sole bidder for this project.

Further, the Executive Director is hereby named Contracting Officer, authorized to execute and administer a contract on behalf of the Authority, including any rescissions or revisions thereto, and to otherwise act as the Authority's official representative. Further, all prior actions of the Executive Director in this regard are hereby approved.

MOTION: Barbara English VOTE: Unanimous

SECOND: Evelyn Garofolo

**SECTION 8 WAIT LIST OPENING**  
**ITEM #9**

Kevin Nelson explained that our Section 8 wait list has not been opened in approximately ten years. Based on the experience of some other similarly sized housing authorities, we can expect thousands of applicants. We are going to follow the procedures of other authorities to make it as easy and smooth as possible including placing the application in the newspaper with the advertisement, which will save a lot of people coming to the office. An application will also be available on our website.

**Resolution #17-2014**

Resolved: That the Executive Director be authorized to open the Section 8 Wait List at a date and time he deems appropriate, between October 1, 2014 and December 1, 2014, in accordance with governing policies and guidelines, limit the number of applications accepted and be authorized to close such wait list upon a determination that, based upon the number of applicants who are already on the wait list, the

anticipated number of project admissions, and the number of applicants expected to qualify from the opening of the wait list, there is expected to be an adequate pool of applicants who qualify for the program.

MOTION: Tom Malloy

VOTE: Unanimous

SECOND: Ken Bishop

**DISPOSAL OF ASSETS**

**ITEM #10**

**Resolution #18-2014**

Resolved: That the following assets be disposed of to the dump as they are determined to have no scrap, salvage or sale value:

FEDERAL:  
Hearthstone

<u>Asset Number</u>	<u>Item</u>
012901	Hotpoint Refrigerator (462 Woodend Road)
012160	Hotpoint Refrigerator (51 Gregory Circle)

Robert F. Kennedy

<u>Asset Number</u>	<u>Item</u>
012834	Hotpoint 20" Stove (509 Birch Drive)

STATE ELDERLY:  
Shiloh Gardens

<u>Asset Number</u>	<u>Item</u>
11889	Hotpoint Refrigerator (22 Shiloh)

MOTION: Tom Malloy

VOTE: Unanimous

SECOND: Ken Bishop

**NEW BUSINESS**

**ITEM #11**

At this point, the Lucas Gardens tenant asked about utility allowances. Kevin explained that he knows Lucas Gardens has electric heat, which can run high. He explained that the Authority installed, as a pilot project, heat pumps in several of the units. As a result of a recent visit from the State, we are going to be looking at installing heat pumps for all the units, which have been shown to reduce utility costs significantly.

The Lucas Gardens tenant complained about the lack of parking due to the number of cars belonging to aides. Kevin explained that many years ago the complexes were designed allotting only ½ parking space per unit, with Lucas having one space per unit. Never taken into account were visitors, aides, etc. As a result there is not sufficient parking to accommodate everyone. Kevin told the tenant that he would be happy to speak with her in the office about parking problems with specific units to see what can be done.

Commissioner Malloy mentioned that the Town is looking at possibly acquiring some underutilized and potentially blighted properties throughout Stratford. He asked if the Authority would have any interest to potentially acquire some property on which we could put a mid-density housing project. Stratford has many senior citizens who have lived and supported this town for many years who are looking to down-size and are finding there is nothing for them. He suggested we send a letter to the Town expressing an interest to enter into meaningful discussions regarding this type of project. He feels we can make a very compelling case because we do not have enough housing in this Town and have not for many years.

Motion was made by Commissioner Malloy for Kevin Nelson to send a letter to the Town of Stratford on behalf of the Authority expressing an interest in looking at and discussing the potential for additional housing development within the Town. Motion was seconded by Commissioner Bishop. Vote was unanimous.

**ADJOURNMENT**

**ITEM #12**

Motion was made to adjourn.

MOTION: Ken Bishop

VOTE: Unanimous

SECOND: Tom Malloy

Adjournment: 12:31 p.m.

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Kevin S. Nelson, Secretary