

Kevin reported that Commissioner Tom Malloy facilitated a meeting with Mayor Harkins to pursue the development of elderly housing and the procurement of land for a site. The Authority will review funding opportunities and research similar projects.

Kevin announced that Mike Wrigglesworth will be retiring at the end of the week after 25 years of service with the Authority. The Board congratulated him.

Motion was made to accept the Executive Director's report for the months of September and October 2014.

MOTION: Ken Bishop VOTE: Unanimous

SECOND: Barbara English

FINANCE DIRECTOR'S REPORT

ITEM #6

Liz Sulik reviewed the financial statements for the period ending September 30, 2014. The first statement was for E5, 179, 201, Shiloh and Lucas Gardens, our state elderly units. We ended the period with a net gain of \$14,493.30.

The second financial statement presented was for MR-71, Meadowview Manor, our state family units. The period ended with a net gain of \$86,087.70.

The third statement was for our DSS Program, which had a gain of \$59,794.27.

Liz Sulik then explained the January 1, 2015 Management Plan for E5, 179, 201, Shiloh and Lucas Gardens, our state elderly projects. She explained that base rents would not be increasing in 2015; however, we will be doing a percentage increase from 33% to 34%.

The final Management Plan was for MR-71, Meadowview Manor, our state family project consisting of 100 family units. Liz noted that our mortgage will be paid off in 2015. She reported that base rents would not be increasing in 2015, but the percentage will increase from 31% to 32%.

At this point, one of the tenants in attendance commented on the percentage increase to 34% when other surrounding towns remain at 30%. Kevin explained that all the housing authorities are a different size and receive different funding amounts, and in order to compare the rents, she would have to compare all their expenses, what they need to maintain and insure, staffing and health insurance costs, etc. Kevin stated that we only raise rents to meet expenses and when we do, we hold a public hearing and provide all the information used in determining the rents. Kevin added that the rents paid are still about one-third of the fair market rents for that area. She added that the tenants are seniors and an additional 1% of their income per month is a lot for some of them. Kevin explained that the state units are not subsidized and at any time the funding can be cut for these projects. Kevin added that we run the Authority as a real estate operation with profits and losses and that is how we have to continue running it. The tenant added that they also have to pay for their own electric, which includes electric heat. He added that we tried to include the state units in our brokerage rates for electricity but it could not be done and that we are currently doing a utility study to look into the electric rates. A comment was made that the Authority should be more concerned for the elderly. Kevin responded that all one needs to do is look at the condition of our apartments to see how concerned the Authority is for their elderly tenants.

Commissioner Malloy explained that every Town has their own unique cost structure and we cannot run our housing authority based on what other Towns do, and asked for a return to the meeting.

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

MOTION: Tom Malloy VOTE: Unanimous

SECOND: Evelyn Garofolo

HOUSING AUTHORITY ATTORNEY'S REPORT

ITEM #6

Attorney Florek provided copies of his six month status report for the period from April 1st through September 30th. During this six month period, the office turned over 45 files for notices to quit for lease violations, most of which were non-payment of rent. Of those 45 Notices to Quit, 14 of them were put

into suit. Of those 14, we reached stipulated judgments with 7 of them. The total amount of money owed to the Housing Authority by those 7 residents was \$11,773. Of that amount, almost \$3,400 is court costs, attorney's fees and marshal fees, leaving approximately \$8,400 in actual unpaid rent. During the 6 month period, 6 tenants were evicted, some of them as a result of previous stipulated agreements or other lease violations. In addition, as of September 30, there were five active files. There are currently 13 judgments, only 3 of which we are actively receiving payments on for vacated tenants. Most tenants evicted for non-payment of rent have little assets to attach or seize in order to satisfy their debt. Those monies that we do not end up collecting are write offs that are approved by the Board once a year. We do this for accounting purposes, but continue to try to collect on them.

Additionally, we have one other pending litigation matter involving a Section 8 landlord who is claiming that we owe them money because we improperly terminated their Section 8 contract.

Attorney Florek explained his continued involvement in the Meadowview Manor renovations including the monthly title rundown which is certified to CHFA to obtain the progress payment to the contractor.

Motion was made to accept the Housing Authority Attorney's report as presented.

MOTION: Barbara English VOTE: Unanimous

SECOND: Ken Bishop

SHA CONFLICT OF INTEREST POLICY

ITEM # 7

Kevin Nelson explained that this item has been tabled for the last several months. He indicated that if the Commissioners wanted more time to review the document, it could be tabled at this meeting and brought up at the next meeting. He reminded the Board that this was prepared because a question arose whether or not some employees who own rental property can rent through our Section 8 Program. When we looked into this issue, we decided to update the entire policy.

Commissioner Ken Bishop made a motion to table this item so the Board has an opportunity to review the document. Motion seconded by Commissioner Garofolo. Vote was unanimous.

BOARD OF COMMISSIONERS 2015 MEETING SCHEDULE

ITEM #8

Kevin explained that this is the foreseeable schedule for next year's meetings; however, changes in the dates can be made if necessary.

MOTION: Ken Bishop VOTE: Unanimous

SECOND: Tom Malloy

DISPOSAL OF ASSETS

ITEM #9

Resolution #19-2014

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>
012005	Hotpoint Refrigerator (88 Gregory Circle)
012000	24' Hotpoint Range (88 Gregory Circle)

MOTION: Tom Malloy VOTE: Unanimous

SECOND: Ken Bishop

NEW BUSINESS

ITEM #10

There was no new business to discuss.

ADJOURNMENT

ITEM #11

Motion was made to adjourn.

MOTION: Barbara English

VOTE: Unanimous

SECOND: Evelyn Garofolo

Adjournment: 12:54 p.m.

Kevin S. Nelson, Secretary