

MOTION: Joseph Crudo, Jr.

VOTE: Unanimous

SECOND: Ken Bishop

EXECUTIVE DIRECTOR'S REPORT FOR THE MONTHS OF MARCH AND APRIL

ITEM #7

In addition to the body of the written report, Kevin Nelson updated the Board on the PIH Quality Control Billing Study which he reported on a few months ago. The study consisted of a questionnaire and a site visit, which took place a few weeks ago. This is part of a nationwide study which should be reported on next May.

The Town's Community Development department has been kind enough to increase our 2015 grant award by an additional \$15,000 for a total of \$25,000.

The SHA went out to bid for the digital video system, with bids due on June 1st. To date, five contractors have picked up the specifications.

The Senate Appropriations Committee has included some slightly higher levels of funding over last year; however nothing is final until the full Senate acts on the committee bill and the House passes a bill. The Section 8 admin fee was increased to approximately 83%, up from the low 70's or high 60's we had the last few years.

FINANCE DIRECTOR'S REPORT

ITEM #8

Liz Sulik explained the financial statements for the period ending March 31, 2016. The first statement was for E5, 179, 201, Shiloh and Lucas Gardens, our state elderly units. For the period, we had a net gain of \$204.92.

The second statement was for MR-71, Meadowview Manor, our state family units. The period ended with a net gain of \$37,295.95. PILOT was budgeted for, but nothing was expended. We continue to budget for PILOT because we do not know when we will have to begin paying it.

The third statement was for our DSS Program, which had a net gain of \$9,545.66.

Motion was made to approve the Financial Statements as presented.

MOTION: Joseph Crudo, Jr.

VOTE: Unanimous

SECOND: Ken Bishop

HOUSING AUTHORITY ATTORNEY'S REPORT

ITEM #9

Attorney Florek called to inform the Board that he was running late. The Board proceeded to Item #10.

2014 VACATED TENANTS ACCOUNTS RECEIVABLE FOR THE STATE MODERATE RENTAL AND STATE ELDERLY RENTAL PROGRAMS

ITEM #10

Liz Sulik explained that these write-offs are for our State properties and we always write off in arrears. This write-off was delayed because of two individuals on the list. One tenant transferred to the DSS Section 8 program and we collected on the balance he owed. Additionally, an elderly tenant on this list began making payments since this list came out and should be paying off his balance. If so, that account will be shown as a credit on next year's write-offs instead of as a debit. Kevin Nelson added that despite the fact that these accounts are written off, we continue to pursue collecting on them. These outstanding accounts must be paid in full before an individual can transfer to another program or another housing authority.

Resolution #8-2016

2014 Vacated Tenants Accounts Receivable for the State Moderate Rental (Meadowview Manor) and State Elderly Rental (Shiloh and Lucas Gardens) Programs

Resolved: That, pursuant to the 2014 Vacated Tenants Report presented in writing for the State Moderate Rental (Meadowview Manor) and State Elderly Rental (Shiloh and Lucas Gardens) Programs, the Vacated Tenants Accounts Receivables are approved to be written off as follows:

| | |
|---------------------------------------|-----------------|
| State Moderate Rental | \$ 6,870.72 |
| State Elderly Rental | <u>3,693.83</u> |
| TOTAL PROPOSED STATE WRITE-OFFS | \$10,564.55 |

MOTION: Ken Bishop VOTE: Unanimous

SECOND: Evelyn Garofolo

NEW BUSINESS

ITEM #11

Commissioner Ken Bishop asked about the possibility of expanding our housing stock. Kevin explained that he and Chairman Malloy met with the Mayor to discuss the subject. Kevin agreed that more housing is needed, especially for the elderly population. Kevin shared several of his ideas and said that further discussion needs to take place.

Vice-Chairman English called a recess at 12:29 p.m.

The regular meeting resumed at 12:37 p.m. upon Attorney Florek’s arrival.

HOUSING AUTHORITY ATTORNEY’S REPORT

ITEM #9

Attorney Florek provided a snapshot of the Housing Authority’s legal activity over the last year. Overall, the past six months were very similar to the activity of the six months prior regarding Notices to Quit; however, 28 cases were put into suit between October 1, 2015 and March 31, 2016, compared to 17 during the prior period. The fact that Christmas fell during the more recent period of time may be why more tenants did not pay their rent that month but paid prior to the Authority obtaining judgment against them. As a result, the Authority only had to enter into seven repayment agreements, which carried a total of \$11,059, of which approximately \$4,000 was court costs and legal fees. This past six month period had four evictions compared to 2 in the prior six month period. Currently, there are eight eviction actions pending with the Superior Court. Total Accounts Receivable for tenants in possession for the past six months is \$31,623, compared to \$17,938 for the prior period.

ADJOURNMENT

ITEM #12

Motion was made to adjourn.

MOTION: Ken Bishop VOTE: Unanimous

SECOND: Evelyn Garofolo

Adjournment: 12:55 p.m.

Kevin S. Nelson, Secretary