

FINANCE DIRECTOR'S REPORT

ITEM #6

Liz Sulik explained the Financial Statements for year ending June 30, 2016 in detail.

The first statement was for MR-71, Meadowview Manor, our state family program. It was noted that we will have to pay PILOT for this program this year. Kevin will be in contact with the Town regarding the calculation used in determining the exact amount we will have to pay. For the period, this program had a net gain of \$89,320.16.

The second statement was for E5, 179, 201, Shiloh and Lucas Gardens, our state elderly program. For the period, this program had a net gain of \$18,226.81.

The next statement was for CT 27-1A, 1B, 2, 3, 5, our federal units, and is broken down by AMPs. AMP 100 is Hearthstone and Sedgewick, our federal family units; AMP 200 is Elm Terrace, Kennedy and Baldwin, our federal elderly/disabled units. For the period, we had a net gain in AMP 100 of \$16,926.44, and a net gain in AMP 200 of \$2,982.10.

The DSS Program had a net gain of \$36,060.22.

Motion was made to accept the Finance Director's reports for E5, 179, 201; MR-71; CT 27-1A, 1B, 2, 3, 5 and the DSS Program as presented.

MOTION: Barbara English

VOTE: Unanimous

SECOND: Evelyn Garofolo

MEADOWVIEW MANOR RENOVATIONS - CLOSE OUT

ITEM #7

Kevin Nelson explained that this Resolution was prepared by Attorney Florek, authorizing Kevin to execute any closing documents on behalf of the Stratford Housing Authority for the final closing of this project.

Resolution #11-2016

Meadowview Manor Renovations – Close Out

Whereas, the improvements to Meadowview Manor (MR-71) contemplated by the contract with BRD Builders, LLC, dated May 12, 2014, have been substantially completed; and

Whereas, the Stratford Housing Authority has accepted the improvements; and

Whereas, the Connecticut Housing Finance Authority, the lender of funds used to finance said improvements under CHFA Project Number 1305AM, requires certain documentation to be presented and/or executed in order for the final closing to be consummated;

NOW, THEREFORE, be it resolved that Kevin Nelson, Executive Director of the Stratford Housing Authority, is hereby authorized to execute on behalf of the Stratford Housing Authority any documents required for the final closing of CHFA Project Number 1305AM.

MOTION: Ken Bishop

VOTE: Unanimous

SECOND: Joseph Crudo, Jr.

ELM TERRACE HOT WATER HEATER AND BOILER REPLACEMENT PROJECT

ITEM #8

Resolution #12-2016

Elm Terrace Hot Water Heater and Boiler Replacement Project

Resolved: That the Board of Commissioners approves the low bid of Barry Associates, Inc., of Preston, CT, in the amount of \$279,000.00 for the hot water heater and boiler replacement project at Elm Terrace Apartments and Community Building, Stratford, CT.

Further, the Executive Director is hereby designated 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: Joseph Crudo, Jr.

VOTE: Unanimous

SECOND: Ken Bishop

ELDERLY/DISABLED WAIT LIST OPENING

ITEM #9

Resolution #13-2016

Elderly / Disabled Wait List Opening

Resolved: That the Executive Director be authorized to open the Elderly / Disabled wait list at a date and time he deems appropriate, between September 1, 2016 and December 1, 2016, 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: Barbara English

VOTE: Unanimous

SECOND: Evelyn Garofolo

FAMILY WAIT LIST OPENING

ITEM #10

Resolution #14 -2016

Family Wait List Opening

Resolved: That the Executive Director be authorized to open the Family wait list at a date and time he deems appropriate, between September 1, 2016 and December 1, 2016, 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: Ken Bishop

VOTE: Unanimous

SECOND: Evelyn Garofolo

PERSONNEL MATTER (EXECUTIVE SESSION)

ITEM #11

Attorney Florek explained that he took the comments made by the Board members at the last meeting and put together an Interim Executive Director's Agreement, setting forth the terms of employment, and will be signed by Kevin Nelson and Chairman Thomas Malloy. If it is acceptable the way it is, no Executive Session is necessary; however, if there are questions or comments, an Executive Session will be required.

Motion was made by Commissioner Ken Bishop to accept the terms drafted by Attorney Florek dated June 30, 2016 related to Kevin Nelson's interim employment. Motion was seconded by Commissioner Barbara English. Vote was unanimous.

ELECTION OF OFFICERS

ITEM #12

Motion was made by Commissioner Ken Bishop to endorse the entire current slate of officers of the Stratford Housing Authority Board of Commissioners. Motion was seconded by Commissioner Joseph Crudo, Jr. Vote was unanimous.

NEW BUSINESS

ITEM #13

There was no new business to report.

ADJOURNMENT

ITEM #14

Motion was made to adjourn.

MOTION: Ken Bishop

VOTE: Unanimous

SECOND: Barbara English

Adjournment: 1:00 p.m.

Kevin S. Nelson, Secretary