



MOTION: Ken Bishop VOTE: Unanimous

SECOND: Evelyn Garofolo

**MINUTES OF ANNUAL MEETING OF AUGUST 9, 2016**

**ITEM #3**

Motion was made to approve the Minutes of the Annual Meeting of August 9, 2016 as presented.

MOTION: Ken Bishop VOTE: Unanimous

SECOND: Joseph Crudo, Jr.

**APPROVED BILLS FOR THE MONTH OF JULY 2016**

**ITEM #4**

Motion was made to approve the bills for the month of July 2016 as presented.

MOTION: Evelyn Garofolo VOTE: Unanimous

SECOND: Joseph Crudo, Jr.

**APPROVED BILLS FOR THE MONTH OF AUGUST 2016**

**ITEM #5**

Motion was made to approve the bills for the month of August 2016 as presented.

MOTION: Joseph Crudo, Jr. VOTE: Unanimous

SECOND: Ken Bishop

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

**ITEM #6**

In addition to the body of the written report, Kevin Nelson reported that the Low Income Public Housing wait list was opened on September 6<sup>th</sup> and 7<sup>th</sup>. The Authority received approximately 722 pre-applications, and a lottery draw placed 300 applicants on the waiting list. The Senior/Disabled wait list will be opened on October 4<sup>th</sup> and 5<sup>th</sup>, and the State Family wait list on November 1<sup>st</sup> and 2<sup>nd</sup>.

The contract for the camera system is underway and hopefully will be completed by November. At Hearthstone, all wiring was done on the outside of the units under the soffits.

Kevin stated that Chairman Malloy asked him to announce that the Executive Director's search committee will consist of Tom Malloy and Ken Bishop. The search committee will utilize advisers as deemed necessary, such as the current Executive Director and Human Resource personnel with special expertise in the screening and evaluation process. The search will be coordinated by David Dunn, our personnel consultant. Chairman Malloy stated that other commissioners are welcome to participate in the search process, but it was felt that two commissioners could represent the Authority in the initial effort to recruit and pare down a list of qualified candidates to bring before the Board. Also, a panel of three might require a formal meeting as it represents a majority of the Board.

**HOUSING AUTHORITY ATTORNEY'S REPORT**

**ITEM #7**

Attorney Florek informed Kevin that he had to attend court in Branford and may not make the meeting.

**FINANCE DIRECTOR'S REPORT**

**ITEM #8**

Liz Sulik stated there was no report this month.

**SHA AUDIT FOR FYE DECEMBER 31, 2015**

**ITEM #9**

The Authority has been informed that the audit has been accepted by HUD with no findings. It now requires Board approval.

**Resolution #16-2016**

**SHA Audit Report – FYE 12/31/2015**

Resolved: That the audit of the Stratford Housing Authority for the FYE December 31, 2015, performed by Ross & Company of Nashua, NH, be accepted by the Board of Commissioners.

MOTION: Evelyn Garofolo

VOTE: Unanimous

SECOND: Joseph Crudo, Jr.

**SECTION 8 PAYMENT STANDARD – FAIR MARKET RENTS**

**ITEM #10**

Kevin Nelson explained that the federal government performs an annual Fair Market Rent Study and establishes the rents for the entire country. Based on the Standard Metropolitan Statistical Area (SMSA), fair rent structures are set. Our Section 8 Program is allowed to work within that range; however, if the rents don't exactly fit our area, we are allowed to adopt rents within 100% to 120% of that number. Maritza Javier, the Section 8 Program Manager, has come up with the figures stated on the resolution, which we feel are fair to both our Section 8 landlords and tenants.

**Resolution #17-2016**

**Section 8 Payment Standard**

Resolved: That the Authority sets the Section 8 Payment Standard at 100% of the Fair Market Rents for zero bedroom and four bedroom apartments and between 100% - 110% of the Fair Market Rents for one, two and three bedroom apartments, effective December 1, 2016.

MOTION: Ken Bishop

VOTE: Unanimous

SECOND: Joseph Crudo, Jr.

**STATE MODERATE RENTAL (MR) PUBLIC HOUSING WAIT LIST OPENING**

**ITEM #11**

**Resolution #18-2016**

**State Moderate Rental (MR) Public Housing Wait List Opening**

Resolved: That the Executive Director be authorized to open the State Moderate Rental (MR) Public Housing Program wait list at a date and time he deems appropriate, between October 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: Joseph Crudo, Jr.

**DISPOSAL OF ASSETS**

**ITEM #12**

**Resolution #19-2016**

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

FEDERAL:

<u>Asset Number</u>	<u>Item</u>
12134	Hotpoint Refrigerator – Model #Rg831556 (81 Birch Drive)

MOTION: Joseph Crudo, Jr. VOTE: Unanimous

SECOND: Ken Bishop

**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: Joseph Crudo, Jr.

Adjournment: 12:45 p.m.

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Kevin S. Nelson, Secretary