

East Hampton Housing Authority
 Chatham Acres
 1 Governor Bill O'Neill Drive
 East Hampton, CT 06424

A meeting was held on August 15, 2018 at Bellwood Court. The meeting opened at 6:10pm. Board members present were Richard Sheehan, Linda Nadeau, Linda Brogan, Ann McLaughlin and Judie Bobbi. Thomas Denman was on vacation.

Minutes:

A motion was made by Ms. Brogan to approve Minutes from July 18th. Ms. Nadeau seconded. Vote was unanimous.

Public Comment:

A Bellwood resident showed photos she had taken of the water running down the bank by #10 and #11. She also showed photo of some trees with dead branches that may need removing. Ms. Bobbi will check with Grasshopper Landscaping as they have been doing a lot work with trimming, etc.

Bills and Communication:

MOU (memorandum of understanding) from DAS regarding their Master Insurance program. Ms. Bobbi noted that due to the fact we have coverage with State Auto that we file the MOU for future reference if we plan to change or go out for bids.

Intern Courtney Taylor will start 9/4 and work 8 hours a week.

DPH Circular Letter regarding Public Act 18-168 for the Asset and Fiscal Management Plans and information on Hydro pneumatic Tank and civil penalty revisions for violations.

Quote from Millenium Water for the Booster Pump system upgrades. Motion was made by Ms. McLaughlin to accept the quote. Ms. Brogan seconded. Vote was unanimous.

Buel CPA sent new Audit Agreement for 2018, 2019 and 2020. We can vote on the agreement will only be locked in for 2018 and each year revisit. Ms. Nadeau made a motion to accept the agreement. Ms. Brogan seconded. Vote was unanimous.

Cash Report:

Ms. Bobbi presented the July Bank Reconciliation. After Board review, it was filed for audit.

Old Business and New Business:

Ms. Bobbi presented Board members with the new laundry contract and proposal to replace all machines at Chatham Acres and Bellwood Court with new machines which will use a Smart Card operation to do laundry. A motion was made by Ms. Nadeau to accept the new contract. Ms. Brogan seconded. The contract is valid for 10 years unless cause is shown to serve written cancellation. Rates will increase \$.05 every other year and the share from the machines will be 50/50 and we will no longer pay the Admin Fee. Vote was unanimous. Machines are expected to be delivered in 6 weeks with training for the residents on how to use the smart card before delivery.

Information regarding the Gardening Policy, Grilling and Rules and Regulations will be tabled until the next meeting.

No vacancies at this time.

RSC will start the end of August and the intern will begin September 4th.

Tenant Commissioner: No new concerns

A motion was made by Ms. Nadeau to adjourn at 6:55pm. Ms. Brogan seconded.

Respectfully submitted by Judie Bobbi, recording secretary

CC: Board Members, Town Manager, Town Clerk, Town Council