

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

A meeting was held on February 21, 2018 at Chatham Acres. The meeting opened at 10:13am. Members present were Thomas Denman, Ann McLaughlin, Linda Nadeau, Richard Sheehan and Judie Bobbi

Minutes:

A Motion was made to approve the Minutes from January 18th meeting by Ms. Nadeau. Mr. Sheehan seconded. Vote was unanimous.

Public Comment:

Ms. Gerzabek from Bellwood Court asked if we could check out a leaning tree on the hill by #10 and #11. Mr. Denman mentioned that we hope to do a clean up on that hill when the weather permits and we will have the tree checked.

Bills and Communication:

Recap Assessment Report that the DPH requested to have community water systems installed was downloaded onto our computer by the Recap tech. It allows us to look at our system and decide if equipment will need replacement and plug in schedules for flushing lines, etc.

Our end of the year financial report was finished and sent to CHFA for review. We were told that quarterly reports will not be required to be sent, only the end of the housing fiscal year report.

Knights of Columbus will provide fish and chips dinners for each site once during lent at no cost.

We held a Brunch at Bellwood Court and Chatham Acres during February. It was very successful and the delicious food was cooked by Dion and Ed.

The RFP that was posted by the Town for the CDBG had no response. Due to the short time to submit in April, we will not be able to pursue the grant this year. We are looking for other funding to get our sidewalks done.

Ms. Bobbi will look at the quotes for the parking and sidewalks to break out the cost and maybe be able to use some of the reserve fund.

Ms. Bobbi has reached out to two accountants to see if they can provide a fee accountant quote due to the new workbook that we now have to provide reports with.

Cash Report:

Ms. Bobbi provided the January 2018 Reconciliation. After review, it was filed for audit.

Old Business and New Business:

Comcast bulk contracts were signed at the current rate.

Ms. Bobbi noted that the handicap unit E6 is empty and is need of some repairs. We have a person who will be moving in next month and hope to get the work done by the time the applicant moves in.

The laptop that the RSC uses needs to be replaced. Ms. Bobbi looked at a few and looks to be between \$300 and \$400 with windows 10 installed. Motion by Ms. McLaughlin to purchase. Mr. Sheehan seconded. Vote was unanimous.

Vacancy: There will be 4 units and 2 will be filled with a 3 one potential also.

Tenant Commissioner:

Ms. Nadeau reported that someone put their garbage in the pail in the laundry. Ms. Bobbi will look into some quotes for cameras to be placed at Bellwood similar to the ones at Chatham.

A motion was made by Ms. McLaughlin to adjourn at 11:24am. Ms. Nadeau seconded.

Respectfully submitted by Judie Bobbi, recording secretary

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