

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

A meeting was held on February 15, 2017 at Chatham Acres. The meeting opened at 10:09am. Members present were Thomas Denman, Ann McLaughlin, Linda Nadeau and Judie Bobbi.

Minutes:

A motion was made by Ms. McLaughlin to approve the Minutes of January 18th. Ms. Nadeau seconded. Vote was unanimous.

Public Comments:

A few residents from Bellwood attended. Their concerns were about the first aid kit being used by resident and requested that we put up a notice that it is for emergencies only. The same resident asked about an incident in her microwave and trouble getting rid of the odor. Ms. Bobbi recommended wiping down with baking soda and hydrogen peroxide.

There is still a problem with the automatic door on mail room. Ms. Bobbi reported that she had asked Dion to look into the box over the door to see if it can be reset. Residents are still waiting for a fix on fan bracket for bathroom. Two of the attending still have issue with the smell from sink in bathroom.

Bills and Communication:

Furniture Quote for community rooms was received. It included 20 new leather padded chairs and 4 square tables for each site, 2 larger chairs for each office and a storage cabinet for the Chatham Office. Ms. McLaughlin made a motion to approve. Ms. Nadeau seconded. Vote was unanimous.

Ms. Bobbi reported that Ms. Nadeau was sworn in as the new Tenant Commissioner. Chester Environmental submitted the ESA Report update for CDBG application.

Cash Report:

Ms. Bobbi reported on the January Reconciliation for the Construction Fund and the January Reconciliation for the Administration Fund was presented to the Board. The reports will be filed for audit.

Old Business and New Business:

Ms. Bobbi noted that members should have received copies of the Housing Directory, the Annual Report to the Town and the 12/31/16 Financial Report.

HUD has issued a proposal for recommendations of SMOKE FREE POLICY for Public Housing and we will wait for HUD final policy and revisit our own policy. Ms. Bobbi noted the Board reviews our policy each year to make changes and this year those who are in violation will see notice of the actions the Housing Authority will take. There was a motion by Ms. McLaughlin to accept and send **Notice 1** that was drawn up to each Resident. Ms. Nadeau seconded. Vote was unanimous. This directive will also appear in the yearly Lease Addendum that each resident is required to agree to and sign before April 1st.

The request for an ALCOHOL POLICY in the common areas has been drawn up and reviewed by the Board. Ms. Nadeau made a motion to approve. Ms. McLaughlin seconded. Vote was unanimous.

RESIDENT PARTICIPATION MEETING is required for any changes the Housing Authority is proposing. In keeping with that, as we prepare for the CDBG, Ms. Bobbi will send out notices to the Bellwood Residents for a meeting to be held on Thursday, February 23rd at 10:30 at Bellwood Court regarding the parking lot and sidewalk site safety work and the ADA bathroom and laundry room work. A future meeting will be set for Chatham Acres community building addition.

SSHP balances were reported as of the last requisition date.

The Board discussed that we should look into Health Insurance for our current full time maintenance position and family.

VACANCY: At this time there are no vacancies.

Tenant Commissioner:

The designated smoking areas that may be provided at Bellwood and Chatham are required to be addressed. Concern about the holes left in looking for the underground water shut offs at Bellwood. These areas will need to be addressed and filled in after the snow disappears from the grassy area.

A motion was made by Ms. McLaughlin to adjourn at 11:45am. Ms. Nadeau seconded.

Respectfully submitted by Judie Bobbi, recording secretary

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