

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

A meeting was held on July 18, 2018 at Chatham Acres. The meeting opened at 6:10pm. Members present were Thomas Denman, Richard Sheehan, Ann McLaughlin, Linda Brogan, Linda Nadeau and Judie Bobbi.

Minutes:

A motion was made to approve the Minutes from June 18th meeting by Ms. McLaughlin. Ms. Brogan seconded. Vote was 4 yes and 1 abstain.

Public Comments:

Ms. Gerzabek from Bellwood Court wondered why there was a space between two ground covers on the bank as it means the mower goes up and down the bank and could bring up dirt and leave marks from the tires. Ms. McLaughlin asked Ms. Bobbi to check the quote from last year to see how it was proposed.

Bills and Communications:

- DOH sent the new RSC Grant contract for 2018/2019. The total amount of the Grant is \$14,800. Ms. Bobbi inquired if the Board wanted to keep the same pay rate that Elyse received. Ms. McLaughlin made a motion to keep the same rate. Ms. Nadeau seconded. Vote was unanimous.
- Conn NAHRO Convention will be held on August 28th and 29th. Ms. Bobbi asked who is interested in attending since the Early Bird registration ends July 31st. Mr. Denman, Ms. McLaughlin and Ms. Brogan will attend both days (Monday and Tuesday). Mr. Sheehan and Ms. Nadeau will attend on Monday. Ms. Bobbi will register the members.

Cash Report:

Ms. Bobbi presented the Bank Reconciliation for June 2018. Boar reviewed and it will be filed for audit.

Old Business and New Business:

- Water Quality Report for 2017 was received from Millenium Water. Ms. Bobbi posted the reports at each site.
- RSC hire will begin sometime in August. When she returns from Boston she will contact Ms. Bobbi.
- Fee Accountant Proposal was received from Marge Abbagnaro, CPA from A.J. DeFilio CPA firm. The proposal is for preparation of the quarterly financials including adjusting and standard journal entries, preparation on site of Quick Books balance sheets and operating statement for presentation to board, bookkeeping support as needed/requested by director and prepare the CHFA workbook for annual submission.
- Chatham Acres Laundry problem has been solved and Anytime Drains has recommended a once a year maintenance of the clean out in the floor. The Laundry vendor has agreed to replace eleven-year-old washers in August.
- The sidewalks at Bellwood is still a plan in progress. We plan to put out request for bids to get a good estimate of the cost. Lenard Engineering designed the layout and Millennium who was the Construction Manager for the renovations two years ago will work with us.
- Vacancy – none

Tenant Commissioner:

Ms. Nadeau brought up issue of grills and tables, etc. at Bellwood Court. Ms. Bobbi will send the Board information in the Tenant's package, currently in place, to be discussed at the next meeting to see if they want to make changes.

A motion was made by Ms. McLaughlin to adjourn at 7:30pm. Ms. Brogan seconded

Respectfully submitted by Judie Bobbi, recording secretary

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