

East Hampton Housing Authority
Chatham Acres
East Hampton, Ct. 06424

A special work meeting was held October 27, 2022 at Chatham Acres. The meeting opened at 9:31am. Commissioners present were Ted Hintz, Ann McLaughlin, Terry Concannon, Bunny Simko and newly appointed Tenant Commissioner Shelley Grendzinski.

COMMUNITY DEVELOPMENT BLOCK GRANT

Board members will be meeting with grant writers on November 2, 2022 at Bellwood to discuss future steps. Board approval must be submitted by November 23, 2022.

HIRING PROCESS

Discussion of all possibilities for most effective management, Mr. Hintz shared information received from Wildwood Property Management, currently serving several similar properties in the area.

Ms. Simko will check with other Housing Authorities for an interim Resident Service Coordinator. Mr. Hintz informed the Board that a new job description for both Maintenance and Director need to be created. New By Laws must also be developed.

Mr Hintz shared information about possible use of software to better track scheduling of repairs and other issues. This would be a useful tool to see that all is addressed in a timely manner.

A RFQ will be created to seek an Attorney for the current Housing Authority.

Possible training options along with future requirements for all Board members was discussed.

All Board members voted unanimously to have Chatham power washed by Bo on the Go. Bellwood will be addressed in the spring.

Respectfully Submitted,
Pauline Simko