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HOUSING AUTHORITY OF THE TOWN OF STAFFORD
91 WEST STREET, STAFFORD SPRINGS, CT 06076

TOWN CLERK

BOARD MEETING 6:15 P.M. TUESDAY, APRIL 10, 2018

The board meeting of the Board of Commissioners of the Stafford Housing Authority was held at 6:15 pm on Tuesday, April 10, 2018 at 91 West Street. Board members in attendance were Linda Wotherspoon, Jocelyn Pierce, Leonard (Tocka) Champagne, Carol Davis and Karen Michaud.

Housing Authority Staff in Attendance: Ann Marie Perrone and Karen Boutin

Residents in Attendance: Kathy Becker

1. A quorum was established and the meeting was called to order by Chairman Linda Wotherspoon at 6:15 p.m.
2. A motion to accept the minutes of January 16, 2018 was made by Carol Davis and seconded by Jocelyn Pierce. The motion passed unanimously.

A motion to accept the Special Board Meeting of March 1, 2018 was made by Carol Davis and seconded by Karen Michaud.

3. Bills and Correspondence: Bills Paid. Correspondence sent to Ann Marie in reference to Woodland Springs, Ann Marie sent letter to resident and hopefully all concerns are resolved.
4. Review of Financial Statements: A motion was made by Carol Davis and seconded by Jocelyn Pierce to accept the financial statement. The motion passed unanimously.
5. Report of Executive Director:
6. RSC Report: Energy Assistance is winding down and renters rebate started. DSS has changed over to a new system. A number of our residents have been losing services due to the changeover. There has been a lot more work and phone calls to try to restore services (such as SNAP and Medical.) Karen has been working with new residents to get them as many services as possible.
7. Old Business:
 - A. Woodland Springs Update – A default letter has been sent to the Property Management Company. They have 30 days to resolve all of the defaults. Talking with Jen Palazzo the site manager, they are thinking of hire a part time maintenance person.
 - B. HDT update: Waiting for a response from DOH regarding pre-development application. DOH has requested more information. Jen believes it is a good thing that they are asking for more information.

C. Policies: House Rules, since we added a security deposit the lease will have to change. There will be two leases one for new residents, with the security deposit clause. The second for existing residents without that clause. Discussion regarding house rules. Ann Marie will update the House rules with the new changes and to the lease as suggested.

8. New Business:

A. Bus Grant Proposal: We have applied for the DOT Bus Grant on March 2nd. We will not hear if we are successful until May. We may not get the funding until 2019.

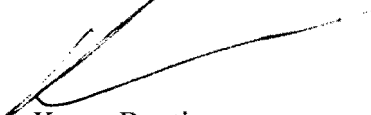
B. Small Cities Funding: The town will be applying for Small Cities for the home rehab program. Selectman Frassinelli suggested we talk with Peter Sanborn about applying in 2019.

C. Transfer request – Transfers are currently suspended due to financial constraints. The transfer policy is still in place. However, if a resident has a reasonable accommodation request we have to consider an accommodation for them. A resident has asked for a transfer due to a medical reason (documented). Ann Marie will work with the resident to meet the transfer request to meet their accommodation.

9. Open to Floor: No comments

10. A motion to adjourn was made by Jocelyn Pierce and seconded by Karen Michaud, the meeting adjourned at 7:20. P.M.

Prepared by



Karen Boutin
Recording Secretary