

KILLINGLY HOUSING AUTHORITY
MAPLE COURTS II
FEB. 21, 2017
MINUTES OF ANNUAL MEETING

The Meeting was called to order at 2:05 P.M. by Vice-Chairman Jacobi.

1. Roll Call: Present was Robert Loiselle, Eileen Page and Andrea Jacobi. Roxanne Pappas arrived at 2:10 P.M. Philip Stedman was absent with notice. Also present was Carol Greene, Executive Director and Randy Duquette, representing the Town Council Liaison.

- 1a. Election of Officers:

The Vice-Chairman opened nominations for the election of officers.

Robert Loiselle nominated Andrea Jacobi as Chairman for a three term. Vice Chairman, Andrea Jacobi, asked the Board if it was their pleasure to vote on each nomination separately or to vote on the entire slate following all nominations. It was their decision to vote on the entire slate after nominations were complete. Eileen Page nominated Robert Loiselle for the position of Vice-Chairman. Mr. Loiselle declined the nomination. Robert Loiselle nominated Roxanne Pappas as Vice-Chairman for a one year term and Eileen Page as Secretary for a one year term. Eileen Page nominated Robert Loiselle as Treasurer and Philip Stedman as Assistant Treasurer for a one year term. The Chairperson asked if there were any other nominations. There being no further nominations, a motion was made by Robert Loiselle, seconded by Eileen Page, to elect the slate of officers as nominated. Motion passed unanimously.

2. It was moved by Robert Loiselle, seconded by Eileen Page, to approve the minutes of the Regular Meeting of the Town of Killingly Housing Authority held on Dec. 20, 2016. The vote to approve the minutes was unanimous.
3. It was moved by Robert Loiselle, seconded by Eileen Page, to approve as presented the Treasurer's Reports for Dec., 2016 and Jan., 2017 for Maple Courts and Birchwood Terrace. The vote to accept the reports passed unanimously.
4. It was moved by Robert Loiselle, seconded by Eileen Page, to approve as presented the Treasurer's Reports for Dec., 2016 and Jan., 2017 for Maple Courts II. Motion was unanimously approved.
5. It was moved by Robert Loiselle, seconded by Eileen Page, to approve the Section 8 Financial and Activity Reports for Dec., 2016 and Jan., 2017. Motion was unanimously approved.
6. In addition to her written report, the Executive Director discussed the expansion grant situation pertaining to additional funding being obtained by the State of CT. Following a Jan. 24, 2017 meeting, no additional information has been received on the State's progress in obtaining additional funds. Based on that fact, it is in

the best interest of the Housing Authority to rent the remaining vacant apartments at the Congregate Facility to cut additional losses. The Board agreed with the Director to go forth with filling all vacancies. A motion was made by Robert Loiselle, seconded by Eileen Page, to accept the Director's report. Vote to accept was unanimous.

At 2:10 P.M. Roxanne Pappas arrived at the meeting. She expressed her displeasure for starting the meeting before she arrived as she had a conflict. She stated that other meetings had been delayed in the past while awaiting for a member to arrive. At that time, she was advised that Andrea Jacobi had been elected as Chairman.

- 6a. A motion was made by Robert Loiselle, seconded by Eileen Page, to accept the Resident Service Coordinator's report as written. Motion passed unanimously.
7. Motion by Robert Loiselle, seconded by Eileen Page, to accept the Congregate Housing Manager's reports as written. Motion passed unanimously.
8. Randy Duquette, Town Council Representative, advised that three referendums were being held today amounting to approximately \$11,000,000 for roofs and windows on the schools, HVAC for the Town Hall and work to be conducted in the Community Center on Broad Street. He informed the board he was here in place of Mr. Grandelski to familiarize himself with the Housing Authority in the event liaison positions changed. Mr. Duquette was thanked for his report.
9. Citizen's Comments: None
10. Commissioners' Comments:

Mrs. Pappas questioned again why the meeting was rushed into and they did not wait for her arrival. She asked to be advised of the slate of officers. Upon hearing that she was elected Vice-Chairman, she stated that she did not want to accept that office. Board members asked what office she had preferred and she told them she wanted the Treasurer's position if Robert Loiselle would relinquish it. He advised he would not. A discussion took place as to the procedure necessary to change positions agreeing that the member holding an unwanted office should resign that office in writing. At the March meeting, those unfilled positions would be added as agenda items for re-election.

11. Communications: Town of Killingly, Community Development Office,
Notice of Public Hearing
12. Old Business: None

13. New Business:

- a. Motion by Robert Loiselle, seconded by Eileen Page, to approve the Director's 2016 Annual Report to be submitted to CHFA and DOH. The motion passed unanimously.
- b. Motion by Robert Loiselle, seconded by Eileen Page, to approve the Administration Fund Operating Statement for Maple Court and Birchwood Terrace for the second quarter of 2016/2017 fiscal year. Motion passed unanimously.
- c. Motion by Robert Loiselle, seconded by Eileen Page, to approve the Administration Fund Operating Statement for Maple Court II for the second quarter of 2016/2017 fiscal year. Motion passed unanimously.
- d. Motion by Robert Loiselle, seconded by Eileen Page, to approve the Administration Fund Operating Statement – Congregate Services for Maple Court II for the second quarter of 2016/2017 fiscal year. Motion passed unanimously.
- e. Motion by Robert Loiselle, seconded by Eileen Page, to approve the Section 8 Operating Statement for the second quarter of 2016/2017 fiscal Year. Motion passed unanimously.
- f. Motion by Robert Loiselle, seconded by Eileen Page, to approve for payment, bills numbered 38645 through 38744, EFT and EFTPS for December, 2016 and bills numbered 38745 through 38821, EFT and EFTPS for January, 2017 for Maple Courts and Birchwood Terrace and bills numbered 10864 through 10891 for the month of December, 2016 and bills 10892 through 10918 for the Month of January, 2017 for Maple Courts II. Motion passed unanimously.
- g. Motion by Robert Loiselle, seconded by Eileen Page, to enter into executive session at 2:55 P.M. for the purpose of negotiating an employee's workmen's comp settlement. Motion passed unanimously.

The Board entered into regular session at 3:18 P.M. with no motions or action having occurred during executive session.

- h. A motion was made by Robert Loiselle, seconded by Eileen Page, to withdraw \$57,660.96 from Bank Hometown (Citizens) A/C ending 0819 and \$15,000.00 from CT Short-Term Investment A/C ending 7620 for the purpose of settling an employee's workmen's comp claim at a maximum of \$75,000. Motion passed unanimously.

14. Motion by Eileen Page, seconded by Robert Loiselle, to adjourn at 3:25 PM.
Vote to adjourn was unanimous.

Respectfully submitted,

Eileen A. Page

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Secretary