

KILLINGLY HOUSING AUTHORITY
MAPLE COURT II
MARCH 3, 2015
MINUTES OF REGULAR MEETING

The February, 2015 meeting was originally scheduled for Feb. 17, 2015 but was cancelled due to inclement weather. It was rescheduled for Feb. 24, 2015 but, for lack of a quorum, was not held. The meeting was then rescheduled for Mar. 3, 2015 at 1:30 P.M.

The Meeting was called to order at 1:30 P.M. by Chairman Pappas.

1. Roll Call: Present was Roxanne Pappas, Robert Loiselle, Andrea Jacobi and Eileen Page. Philip Stedman arrived at 2:30 P.M. Also present was Carol Greene, Executive Director.
2. It was moved by Robert Loiselle, seconded by Eileen Page, to approve the minutes of the Annual Meeting of the Town of Killingly Housing Authority held on Jan. 20, 2015. The vote to approve the minutes was unanimous.
3. It was moved by Andrea Jacobi, seconded by Eileen Page, to approve as presented the Treasurer's Report for Jan., 2015 for Maple Courts and Birchwood Terrace. The motion passed unanimously.
4. It was moved by Eileen Page, seconded by Andrea Jacobi, to approve as presented the Treasurer's Report for Jan., 2015 for Maple Courts II. Motion was unanimously approved.
5. It was moved by Eileen Page, seconded by Robert Loiselle, to approve the Section 8 Financial and Activity Reports for Jan., 2015. Motion was unanimously approved.
6. The Executive Director discussed the results of the Board's request for information regarding the determination of the cost of the annual PILOT invoice for sewer usage from the Town. As suspected, the bill is calculated at \$.004799 per gallon of water consumed. The Board requested the Director to contact the Finance Manager and ask if the Town actually is billed and pays this amount to the Sewer Authority on behalf of the Housing Authority. In addition, a discussion took place regarding the possibility of requesting a Small Cities Grant in the near future to replace the electric heat at Birchwood Terrace with a hot water, baseboard heating system fired by either gas or oil. She also reminded the Board of the Special Meeting and Public Hearing regarding the Section 8 Annual and Five Year Plan on April 7, 2015 at 1:30 P.M. The Director was thanked for her report.
- 6a. The Resident Service Coordinator was thanked for her report which was accepted as written.

7. The Congregate Housing Manager was thanked for her report which was accepted as written although Robert Loiselle expressed his displeasure with the fact that Putnam Bank has made a decision not to provide banking services at Maple Court II due to banking regulations.
8. Ed Grandelski, Town Council Liaison, was absent with notice.
9. Citizen's Comments: None
10. Commissioners' Comments:

A motion was made by Robert Loiselle, seconded by Andrea Jacobi, to add the following agenda items: #13e - Negotiation of Food Contract for a one year period (7/1/15-6/30/16) with Senior Food and Nutrition, #13f – Executive Session for the negotiation of salaries and wages for year ending June 30, 2016 and #13g – action regarding salaries and wages for year ending June 30, 2016. Motion passed unanimously.
11. Communications: As indicated, letter to Sean Hendricks, Killingly Town Manager
12. Old Business:
 - a. Motion by Robert Loiselle, seconded by Andrea Jacobi, to remove this agenda item addressing an employee's benefit and salary package from the table. Motion passed unanimously. The Director advised the Board the employee had withdrawn the request, therefore no action is to be taken.
13. New Business:
 - a. Motion by Andrea Jacobi, seconded by Robert Loiselle, to approve the Administration Fund Operating Statement for Maple Court/Birchwood Terrace for the second quarter of 2014/2015 fiscal year. Motion passed unanimously.
 - b. Motion by Eileen Page, seconded by Robert Loiselle, to approve the Administration Fund Operating Statement for Maple Court II for the second quarter of 2014/2015 fiscal year. Motion passed unanimously.
 - c. 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 2014/2015 fiscal year. Motion passed unanimously.
 - d. Motion by Robert Loiselle, seconded by Eileen Page, to approve payment of Jan., 2015 bills numbered 36694 through 36777 and 36792 through 36794, EFT and EFTPS for Maple Court and Birchwood Terrace and bills numbered 10370 through 10388 for Maple Court II. Motion passed unanimously.

- e. Motion by Robert Loiselle, seconded by Andrea Jacobi, to issue a one year contract to Senior Food and Nutrition for the period July 1, 2015 through June 30, 2016 in the amount of \$226,085.00 which represents a \$6,200 increase over his present contract. Motion passed unanimously.
 - f. Motion by Robert Loiselle, seconded by Andrea Jacobi, to enter into Executive Session at 2:40 P.M. to negotiate wage and salary increases for the period July 1, 2015 through June 30, 2016. Motion passed unanimously.
- At 4:17 P.M., the Board entered into Regular Session with no action having been taken within Executive Session.
- g. Motion by Robert Loiselle, seconded by Andrea Jacobi, to approve wages and salaries as discussed during Executive Session. Motion passed unanimously.
14. Motion by Andrea Jacobi, seconded by Robert Loiselle, to adjourn at 4:20 PM. Vote to adjourn was unanimous.

Respectfully submitted,

Eileen A. Page

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Secretary