

KILLINGLY HOUSING AUTHORITY
BIRCHWOOD TERRACE
JULY 21, 2015
MINUTES OF REGULAR MEETING

The Meeting was called to order at 7:10 P.M. by Chairman Pappas.

1. Roll Call: Present was Roxanne Pappas, Robert Loiselle, Andrea Jacobi, Philip Stedman and Eileen Page. Also present was Carol Greene, Executive Director, Ed Grandelski, Town Council Liaison, John Sarantopoulos and Joyce Richie, Town Council members, Mary Bromm, Town of Killingly Community Development Administrator and one guest.
2. It was moved by Philip Stedman, seconded by Andrea Jacobi, to approve the minutes of the Regular Meeting of the Town of Killingly Housing Authority held on June 16, 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 June, 2015 for Maple Courts and Birchwood Terrace. The motion passed unanimously.
4. It was moved by Robert Loiselle, seconded by Philip Stedman, to approve as presented the Treasurer's Report for June, 2015 for Maple Courts II. Motion was unanimously approved.
5. It was moved by Andrea Jacobi, seconded by Eileen Page, to approve the Section 8 Financial and Activity Reports for June, 2015. Motion was unanimously approved.
6. The Executive Director distributed copies of invoices representing work done for services for the Dept. of Housing grant from J Associates Architects and Atty. William St.Onge. Agenda item #13c deals with these items. She advised that the site visit conducted by CHFA on June 23, 2015 was very successful as indicated within the letter received from that department. She discussed the on-going projects to up-grade the elevator and also the installation of filtering systems on boilers within Maple Courts buildings #3, #6 and #7. The Director was thanked for her report.
- 6a. Motion by Robert Loiselle, seconded by Philip Stedman, to accept the Resident Service Coordinator's report as written. The motion was unanimously approved.
7. Motion by Eileen Page, seconded by Robert Loiselle, to accept the Congregate Housing Manager's report as written. Motion passed unanimously.
8. Ed Grandelski, Town Council Liaison, reported that Linda Waldron, Killingly Town Planner, had unexpectedly passed away over the weekend. She was an expert in her field and will be extremely missed by all. Mr. Grandelski updated

the Board on multiple projects that are on-going within the Town and also the recent evaluation of the Town Manager which was conducted in executive session. Ed was thanked for his report.

9. Citizen's Comments: None
10. Commissioners' Comments: None
11. Communications: As stated within the agenda:
 - a. CHFA Site Visit Report
12. Old Business: None
13. New Business:
 - a. Motion by Eileen Page, seconded by Philip Stedman, to approve the Annual Report for fiscal year ending June 30, 2015 to the Town of Killingly with one correction. The Chairman requested that the name of Mae Flexer, State Senator 44th District, be added as one of the guests at the grand re-opening celebration held at Maple Court on Sept. 17, 2014. Motion passed unanimously.
 - b. Motion by Robert Loiselle, seconded by Eileen Page, to approve payment of June, 2015 bills numbered 37114 through 37208, EFT and EFTPS for Maple Court and Birchwood Terrace and bills numbered 10467 through 10495 for Maple Court II. Motion passed unanimously.
 - c. Motion by Robert Loiselle, seconded by Eileen Page, authorizing the Executive Director to make payment to Atty. William St. Onge in the amount of \$4,512 and to J Associates Architects in the amount of \$11,500. These payments are on account and represent services provided for the Dept. of Housing Rehab Grant pending receipt of Funds from the State to cover such services. They authorized the Director to transfer funds from the Laundry Savings Accounts into Maple Court II's checking account if financially necessary.

Roll call vote as follows:

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| Robert Loiselle | yes | Andrea Jacobi | yes |
| Philip Stedman | yes | Eileen Page | yes |
| Roxanne Pappas | yes | | |

Motion passed unanimously.

14. Motion by Robert Loiselle, seconded by Philip Stedman, to adjourn at 8:10 PM.
Vote to adjourn was unanimous.

Respectfully submitted,

Eileen A. Page

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Secretary