

KILLINGLY HOUSING AUTHORITY
MAPLE COURT II
DECEMBER 19, 2017
MINUTES OF REGULAR MEETING

The Meeting was called to order at 2:00 P.M. by Chairman Andrea Jacobi.

1. Roll Call: Present was Andrea Jacobi, Roxanne Pappas, Robert Loiselle, and Eileen Page. Philip Stedman was absent. Also present was Carol Greene, Executive Director.
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 Nov. 21, 2017. The vote to approve the minutes was unanimous.
3. It was moved by Roxanne Pappas, seconded by Robert Loiselle, to approve as presented the Treasurer's Report for Nov., 2017 for Maple Courts and Birchwood Terrace. The vote to accept the report passed unanimously.
4. It was moved by Robert Loiselle, seconded by Eileen Page, to approve as presented the Treasurer's Report for Nov., 2017 for Maple Courts II. Motion passed unanimously.
5. It was moved by Eileen Page, seconded by Robert Loiselle, to approve the Section 8 Financial and Activity Report for Nov., 2017. Motion was unanimously approved.
6. The Executive Director discussed the status of the on-going rehab work covered by the Small Cities Grant. She addressed the up-coming retirement of the first shift Staff Attendant and the job advertisement in the Turnpike Buyer and Shoppers' Guide. Additional duties have been added to include assisting the Congregate Manager with resident services as well as office skills to include Microsoft Word. She spoke of the present practice involving payroll deductions for health insurance. A lengthy conversation pursued on this subject with no action being taken. The Director was thanked for her report.
7. Motion by Eileen Page, seconded by Roxanne Pappas to accept the Congregate Housing Manager's report with thanks to Mrs. Rocheleau. Motion passed unanimously.
8. The Town Council Liaison was absent.
9. Citizen's Comments: None
10. Commissioners' Comments: Chairman Andrea Jacobi asked if there had been any comments from the residents due to the elimination of the annual Christmas Party. The Director reassured her that everyone was very understanding due to the fact the building was under construction. Mr. Loiselle reiterated on the fact that a summer picnic will be held this year as a substitute.

11. Communications: None

12. Old Business:

The Director reported that no action on changing the vendor for the elevator maintenance agreement is possible at this time until the upgrade is completed as indicated within the ongoing grant. This item should be removed from the table.

13. New Business:

a. Motion by Roxanne Pappas, seconded by Robert Loiselle, to approve the 2018 Holiday Schedule for the Housing Authority. Motion passed unanimously.

b. Motion by Roxanne Pappas, seconded by Robert Loiselle, to approve the 2018 Meeting Date Schedule for the Housing Authority. Motion passed unanimously.

c. Motion by Robert Loiselle, seconded by Eileen Page, to approve payment of Nov., 2017 bills numbered 39519 through 39598, EFT and EFTPS for Maple Court and Birchwood Terrace and bills numbered 11081 through 11098 for Maple Court II. Motion passed unanimously.

14. Motion by Roxanne Pappas, seconded by Eileen Page, to adjourn at 2:45 PM. Vote to adjourn was unanimous.

Respectfully submitted,

Eileen A. Page

Eileen A. Page
Secretary