

KILLINGLY HOUSING AUTHORITY
MAPLE COURT II
NOV. 19, 2019
MINUTES OF REGULAR MEETING

The Meeting was called to order at 6:58 P.M. by Chairman Pappas.

1. Roll Call: Present was Roxanne Pappas, Robert Loiselle and David Smith. Also present was Carol Greene, Executive Director and David Griffiths, member of the Killingly Town Council.
2. It was moved by Robert Loiselle, seconded by David Smith, to approve the minutes of the Regular Meeting of the Town of Killingly Housing Authority held on Oct. 15, 2019. The vote to approve the minutes was unanimous.
3. It was moved by Robert Loiselle, seconded by David Smith, to approve as presented, the Treasurer's Report for Oct., 2019 for Maple Courts and Birchwood Terrace. The vote to accept the report passed unanimously.
4. It was moved by Robert Loiselle, seconded by David Smith, to approve as presented the Treasurer's Report for Oct., 2019 for Maple Courts II. Motion was unanimously approved.
5. It was moved by Robert Loiselle, seconded by David Smith, to approve the Section 8 Financial and Activity Report for Oct., 2019. Motion was unanimously approved.
6. In addition to her written report, the Executive Director discussed the agenda item requesting authorization to apply for a no interest, no payment and forgivable loan from CHFA to replace the roofs at Birchwood Terrace. She also requested that additional time be allowed to act on revising the Authority's position on accepting applicants with criminal backgrounds as HUD is presently working on new policy for this particular topic. The Director was thanked for her report.
7. Motion by Robert Loiselle, seconded by David Smith, to accept the Congregate Housing Manager's report as written. Motion passed unanimously.
8. Town Council Liaison's Report - None.
9. Citizen's Comments:

Mr. Griffiths briefly discussed a former policy of ACCESS Agency dealing with their position at the Homeless Shelter dealing with pending warrants for applicants.
10. Commissioners' Comments: None

11. Communications:

- a. E-Mail communications between Killingly Housing Authority and Debra Olson of CHFA dealing with financing for Birchwood Terrace roofs.
- b. Letter from J. Associates Architects advising of the roof conditions at Birchwood Terrace.
- c. Mystic Air Quality Consultants, Inc. report of “Non-asbestos” samples of roofing collected and analyzed from Birchwood Terrace.

12. Old Business:

- a. Motion by David Smith, seconded by Robert Loiselle, to table any action regarding a change in the Housing Authority’s disqualification policy as it pertains to applicants with criminal backgrounds.

13. New Business:

- a. Motion by David Smith, seconded by Robert Loiselle, to approve payment of bills numbered 41278 through 41361, EFT and EFTPS for Oct., 2019 for Maple Courts/Birchwood Terrace. Motion passed unanimously.
Motion by Robert Loiselle, seconded by David Smith, to approve payment of bills numbered 11554 through 11579 for Oct., 2019 for Maple Courts II. Motion passed unanimously.
- b. Motion by David Smith, seconded by Robert Loiselle, to approve the Administration Fund Operating Statement for Maple Courts and Birchwood Terrace for the first quarter of 2019/20 fiscal year. The motion passed unanimously.
- c. Motion by Robert Loiselle, seconded by David Smith, to approve the Administration Fund Operating Statement for Maple Courts II for the first quarter of 2019/20 fiscal year. Motion passed unanimously.
- d. Motion by David Smith, seconded by Robert Loiselle, to approve the Administration Fund Operating Statement – Congregate Services for Maple Courts II for the first quarter of 2019/20 fiscal year. Motion passed unanimously.
- e. Motion by Robert Loiselle, seconded by David Smith, to approve the Operating Statement for Section 8 for the first quarter of 2019/20 fiscal year. Motion passed unanimously.
- f. Motion by David Smith, seconded by Robert Loiselle, to approve the 2020 Holiday Schedule as presented. Motion passed unanimously.

- g. Motion by Robert Loiselle, seconded by David Smith, to approve the 2020 Housing Authority Meeting Schedule as presented. Motion passed unanimously.
- h. Motion by David Smith, seconded by Robert Loiselle, to approve the renewal of a \$31,592.45 certificate of deposit with Bank Hometown for one year based on the interest rate of .019 being the highest offered by four local banks. Motion passed unanimously.
- i. Motion by Robert Loiselle, seconded by David Smith, to adopt Resolution #5-2019 authorizing the executive Director to provide information and execute documents to apply for financing from CHFA, executing the necessary paperwork for design and construction and to act as the authorized representative of the Housing Authority of The Town of Killingly for the replacement of the roofs at Birchwood Terrace.

RESOLUTION #5-2019
NOVEMBER 19, 2019
FINANCING FOR BIRCHWOOD TERRACE ROOF REPLACEMENTS

WHEREAS, the Housing Authority of the Town of Killingly has an immediate need to replace all five roofs at the Birchwood Terrace property to protect the buildings from damage and ensure safety and health of the tenants. These units are located at 41 Birchwood Terrace, Danielson, CT CHFA Development No. 85087D; and

WHEREAS, the Housing Authority of the Town of Killingly has been authorized by Connecticut Housing Finance Authority to submit an application for a thirty year, interest free, forgivable loan to replace the leaking roofs at Birchwood Terrace.

NOW THEREFORE, BE IT RESOLVED THAT THE HOUSING AUTHORITY OF THE TOWN OF KILLINGLY:

1. Is cognizant of the conditions of and prerequisites for financial assistance in the form of a loan from the Connecticut Housing Finance Authority.
2. That the Executive Director of the Town of Killingly Housing Authority is hereby authorized and directed to provide information,

execute all documents required by Connecticut Housing Finance Authority to complete financing, execute contracts for design and construction, and to execute any amendments, rescissions and revisions thereto, and to act as the authorized representative of the Housing Authority of the Town of Killingly for the replacement of these five roofs.

Date

Eileen A. Page, Secretary
Board of Commissioners
Town of Killingly Housing Authority

Seal

I certify that this is a true copy of a resolution adopted by the Housing Authority of the Town of Killingly at a meeting of its Commissioners on Nov. 19, 2019 and which has not been rescinded or modified in any way.

(Date)

Roxanne Pappas, Chairman
Board of Commissioners
Town of Killingly Housing Authority

Seal

ROLL CALL VOTE:

Robert Loiselle yes David Smith yes Roxanne Pappas yes
Motion passed unanimously.

14. Motion by Robert Loiselle, seconded by David Smith, to adjourn at 8:10 P.M.
Motion passed unanimously.

Respectfully submitted,

Carol A. Greene

Carol A. Greene
Recording Secretary