



# Killingly Housing Authority

KILLINGLY HOUSING AUTHORITY  
BIRCHWOOD TERRACE  
JULY 20, 2021  
MINUTES OF REGULAR MEETING

The Meeting was called to order at 2:00 P.M. by Chairman, David Smith.

1. Roll Call: The following Commissioners were present: David Smith, Michael Moran and Patricia Daly. Commissioners Roxanne Pappas and Robert Loiselle were absent. Also present was Carol Greene, Executive Director, Donald Chatelle, Maintenance Supervisor, Ulla Tiik-Barklay, Town Council Liaison and six visitors.

A motion was made by Michael Moran, seconded by Patricia Daly, to move Agenda Item #9 (Citizen's Comments) ahead of "Reading and Approval of the Minutes" to accommodate the schedules of visitors and staff that were present to comment on the progress of the roofing/gutter project and other issues. Motion Passed unanimously

9. Mary Boyce of 20 Birchwood Terrace presented the Director with a list of concerns the day before the meeting, for presentation at the meeting, addressing completion of the on-going roof/gutter project, various other projects that had been included within anticipated submission of future Small Cities Grant Applications, various maintenance issues and what the residents saw as communication problems regarding the scheduling of Board Meetings during the pandemic. Chairman Smith responded to a number of the concerns along with the Director and Maintenance Supervisor. Mr. Smith invited the visitors to attend the August meeting where the entire list submitted would be addressed as to the possibility of being attended to, scheduled or dismissed as unnecessary. The residents agreed that they would be satisfied with that solution.
2. It was moved by Patricia Daly, seconded by Michael Moran, to approve the minutes of the meeting of the Town of Killingly Housing Authority held on May 18, 2021. The vote to approve the minutes was unanimous.
3. It was moved by Michael Moran, seconded by Patricia Daly, to approve as presented, the Treasurer's Reports for May and June, 2021 for Maple Courts and Birchwood Terrace. The vote to accept the reports passed unanimously.

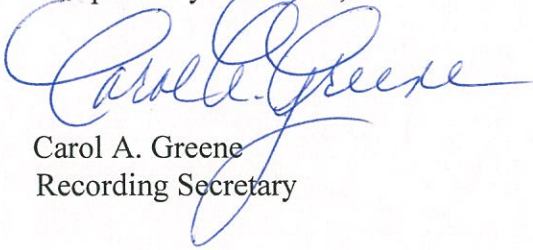


4. It was moved by Michael Moran, seconded by Patricia Daly, to approve as presented, the Treasurer's Reports for May and June, 2021 for Maple Courts II. Motion was unanimously approved.
5. It was moved by Michael Moran, seconded by Patricia Daly, to approve as presented the Section 8 Financial and Activity Reports for May and June, 2021. Motion was unanimously approved.
6. In addition to the Executive Director's written report, she advised that correspondence had been received by State of CT, DOH that their present policy regarding the Rental Assistance Program (RAP) to prohibit the use of unused funds generated from tenant turnover will be overturned to allow those funds to go to an eligible current resident not receiving funds. A policy will have to be adopted indicating the method of determining which eligible residents will be provided the funding. She also informed the Commissioners that the year/end statements have been completed with all three of the programs coming in under budget at June 30, 2021. The Director was thanked for her Report.
  - a. The Resident Service Coordinator's report for May and June, 2021 was accepted as read with thanks to Robin Lessard by the Commissioners and the residents that were present.
7. The Congregate Manager's report for May and June, 2021 was accepted as read with thanks to Jason Leveille by the Commissioners.
8. Town Council Liaisons' Report: Town Council representative Ulla Tiik-Barklay reported on Killingly Town Council activities for June, July and upcoming August. She was thanked for her report.
9. Agenda item was addressed following the Roll Call. (Agenda item #1)
10. Commissioners' Comments: None
11. Communications: As indicated within the agenda.
12. Old Business: None
13.
  - a. Motion by Patricia Daly, seconded by Michael Moran, to approve for payment, bills numbered 42686 through 42810, EFT and EFTPS for May and June, 2021 for Maple Courts and Birchwood Terrace. Motion passed unanimously.



13. b. Motion by Michael Moran, seconded by Patricia Daly, to approve for payment, bills numbered 11949 through 11990 for May and June, 2021 for Maple Courts II. Motion passed unanimously.
14. Motion by Michael Moran, seconded by Patricia Daly, to adjourn at 3:05 P.M. Motion passed unanimously.

Respectfully submitted,



Carol A. Greene  
Recording Secretary