

REGULAR MEETING

January 16, 2018

MINUTES

204 Elm Street COA 6:10 pm

(different location)

ROLL CALL

Present: Christine Sullivan, , Rick Leco, Gloria Paton, Jaye Alexander

Absent: none – (no fifth Commissioner)

Also Present: Dan Ouellette, Stephen Cote (Fenton Ewald) and Joe Hardenbergh (no tenants)

CONSENT AGENDA

1. **MINUTES**

Regular Meeting – November 16, 2017

2. **FINANCIALS**

November and December 2017

3. **MONTHLY REPORTS**

Check Registers November & December 2017

Section 8 Voucher Status Report Nov & Dec 2017

Public Housing Status Report Nov & Dec 2017

4. **TENANT ASSOCIATIONS:**

5. **OLD BUSINESS**

Motion to Approve/ Accept the Consent Agenda items by: R. Leco Second: G. Paton

Vote: Unanimous In Favor

BUSINESS AGENDA

NEW BUSINESS

- A. Budget for FY 2018 – Stephen Cote presented the proposed Budget and responded to Commissioner inquiries. (*Refer to Budget Certificate Motion wording.*)

4001 Motion: J. Alexander

Second: R. Leco

Vote: **Unanimous In Favor**

689 Motion: J. Alexander

Second: G. Paton

Vote: **Unanimous In Favor**

Motion to: Approve the maximum E.D. salary at \$90,320

AND Authorize the Chairperson to sign the E.D. Salary certificate (FY 2018 Budget)

Motion by: R. Leco

Second: G. Paton

Vote: Unanimous In Favor

- B. No Smoking Policy extension to all of NAHA properties July 1, 2018.

After minimal discussion the Board decided to Not move on this item and table it to the February meeting. No Motion

- C. CIP project for cigarette smoke detectors to be installed on all NAHA units in the summer of 2018. (cost and product are not yet determined.)

After minimal discussion the Board decide to Not move on this item and table it to the February meeting.

- D. Tenant debts to “Write Off” in the amount of \$61,066.31 (4 years) for December 31, 2017. This is to become annual in November meetings.

Motion : R. Leco

Second: G. Paton

Vote: Unanimous In Favor

- E. Annual authorization for E.D. to implement Regulatory and Guideline changes as they are issued.

Motion J. Alexander

Second: R. Leco

Vote: Unanimous In Favor

- F. E.D. performance review for February meeting. Commissioners requested a formal Assessment review documents with the Executive Director’s outline of accomplishments.

G. Any other Business as Commissioners see fit.

Motion to add these to the Agenda: R. Leco Second: G. Paton Vote: Unanimous

1- Authorize NAHA contract with new attorney (Jonathan Driscoll \$160 / hour)

Motion to authorize NAHA contract with Driscoll Law by R. Leco

Second G. Paton

Vote Unanimous In Favor

2. Request Town to add Tenant Commissioner slot to the April ballot as Write In candidate

Motion to request Town to add Tenant Commissioner opening to the April Ballot by J. Alexander

Second: R. Leco

Vote: Unanimous In Favor

H. Public Comment -- none

I. Adjournment 7:20 pm

Motion: G. Paton Second: R. Leco Vote: Unanimous In Favor

Executive Session : none

Next meeting Feb 13--- or Feb 20 TBD.