

**THE HOUSING AUTHORITY OF THE
TOWN OF COVENTRY** **APRIL**
MINUTES OF THE MONTHLY MEETING OF MARCH 11, 2017

The meeting was called to order at 7:00 pm. Members present were: Albert Bradley, Jeff Arn, Marilyn Barrette and Lorraine Lynch. Also present was Laurie Pinkston, Executive Director.

Absent: Susan Noyes

Audience of Citizens: Josephine Sabino

Ms. Sabino read from a letter she had prepared. The letter contained information given to her by another tenant regarding the condition of heat pumps, the installation of LED lighting and the request for tracking the cleaning of heat pumps. (we already do). Ms. Sabino was asked for a copy of the letter and she said she would provide one.

APPROVAL OF MINUTES:

Motion was made by Jeff Arn and seconded by Lorraine Lynch to accept the February 15, 2017 meeting minutes as presented; voted unanimously in the affirmative.

CORRESPONDENCE:

Mike Ruef	Forwarding a picture of acceptance of water award
DOH	Forwarding of tenant complaint about heat pump cleaning
Solar 64	Receipt of application for solar panels
CONN NAHRO	Maintenance and Modernization Training
Peter Huckins	List of CDBG grant paperwork needed
St of CT MERFUND	MERS kickoff class
CHFA	Budget and Interim Reporting workshop
CHFA	Financial Assistance Worksheet
Christine Pattee	Invite to Housing Options for Coventry Seniors & Millenials
Sharon Sharp, DPH	Regarding CCR Submission
Peter Huckins	Revised cost estimate and plans
CMERS	New pension contribution rate 11.74%
Steve Williams- Verizon	Contact for business cell service
Inner City News	Copy of ad for wait list
CONN NAHRO	Module 5 Finance class
SAM.gov	Registration for SAM (DUNS) complete
LG-Dave Whitten	Regarding tenant questions for heat pump cleaning
CHFA-Orrie Vardar	Completed Financial Assistance Worksheets
Solar 64	2 nd step solar application
Jim's Floor Covering	Estimate for shower replacement

TREASURER'S REPORT- Motion to accept both the February and March treasurer's report as presented made by Jeff Arn and seconded by Lorraine Lynch: voted unanimously in the affirmative.

ITEM #1 – REVIEW AND APPROVAL OF EXPENDITURES – Motion made by Jeff Arn and seconded by Marilyn Barrette to approve the expenditures as presented; voted unanimously in the affirmative.

ITEM #II – REVIEW AND APPROVAL OF STATE HOUSING APPLICATION -
Motion made by Marilyn Barrette and seconded by Jeff Arn to approve the State Housing Application as presented; voted unanimously in the affirmative.

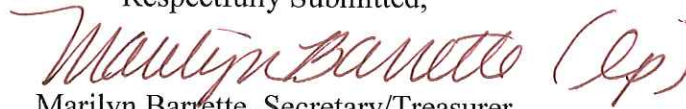
ITEM #III -DIRECTOR'S REPORT INCLUDING ORCHARD HILL ESTATES I & II UPDATE - The Director's report was discussed. The Health Department was asked to accompany maintenance into the apartment for the heat pump cleaning to make sure there was no health threat to the tenant. Everything was cleaned according to LG specifications; no health threat found. Statements made by the tenant regarding contact with LG Customer Service were not verifiable by LG Customer Service, cleaning product tenant requested was not recommended by LG to use on their heat pumps. The Director stated that the Housing Authority does indeed keep a detailed record of what heat pumps are cleaned, to what extent and when. She also stated that LED lighting was being provided to the tenant in question and that any claims to the contrary were incorrect.

NEW BUSINESS: None

OLD BUSINESS: None

Motion made to adjourn the meeting made by Lorraine Lynch; seconded by Marilyn Barrette and voted unanimously in the affirmative. The meeting was adjourned at 7:47 pm.

Respectfully Submitted,


Marilyn Barrette, Secretary/Treasurer