

ELLINGTON HOUSING AUTHORITY

Regular Meeting

January 30, 2018

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ELLINGTON
TOWN CLERK

- 1) Meeting called to order @ 6:02 P.M.
- 2) Members present: William Correia, Don Gessay, Robert Ohrt, Judy Plantier and Dennis Varney. Also present: Ted Yampanis, Director, Atty. Bruce Fader, Frank Stellato and Bruce Whitaker from Millennium Inc. and Gail Gessay, recording secretary.
- 3) The minutes of the December 26th meeting were reviewed. Dennis motioned to accept the minutes, 2nd by Bob. Motion passed. The minutes of the Jan. 9th special meeting were reviewed. Dennis motioned to accept the minutes, 2nd by Judy. Motion passed.
- 4) Public forum: no issues.
- 5) Projects: CHFA has advised that our SSHP grant request for \$ 2,439,973.00 has been approved. Bruce Whitaker spoke about the next steps. First, the plans and specifications need to be brought from 90% completion, as submitted with the application, to 100%. Updated plans are then submitted to CHFA technical review staff for review and approval. Once this is done, the State Bond Commission will be asked to place our grant on its next agenda for funding. At the same time, we will begin advertising for bids. These steps are expected to take 3-4 months.

With regard to Millennium's management services proposal, Bruce pointed out that the firm will not fulfill the role of the Executive Director. Someone else, perhaps a board member, will need to hold that title for those occasional instances when action by the Executive Director is required.

A required meeting with the tenants will soon be held to explain how tenants will be provided for during the time when their units are undergoing renovation which will require the tenant to vacate for one to four weeks. It is proposed to not rent the next 3 or 4 units that are vacated. Those units can be used as "hotels" for the tenants to occupy while their units are being renovated. Bruce distributed a 3 page 'Frequently Asked Question' flyer which will be given to tenants at the meeting.

Ted spoke with Dillon Roberts at Earthlight about the solar panels and energy efficiency proposals. Due to the passage of time, both proposals need to be updated by Earthlight. They have sufficient solar panels in stock for the project so there will not be a 30% tax (as proposed by President Trump) added to the cost.

Copies of the CHFA Dept. of Housing Consolidated applications were passed around. Atty. Bruce Fader advised on the by-laws and general laws regarding the project and responsibilities.

- 6) Financial Matters: Millenniums management proposal has been accepted. A contract covering proposed services will be prepared for board approval. The base rent increase will be discussed at the next meeting.
- 7) Unit vacancy report: apt#28 is vacant due to the tenant passing away 1/20. This unit will remain vacant until it is renovated.
- 8) Maintenance: nothing.
- 9) Old business: Ted is still working on the Fair Housing policy. He will also research the bylaw amendments.
- 10) New business: nothing.
- 11) Meeting adjourned @ 8:08 P.M. The next meeting is scheduled for Tuesday Feb 27th @ 6:00 P.M.

Respectfully submitted,

Gail Gessay

Gail Gessay, Recording Secretary