

Meeting Minutes
Groton Housing Authority
Groton, Connecticut
September 25, 2019
Grasso Gardens Community Room

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Commissioners : Nancy Codeanne Chair, Robert Frink Vice-Chair,
John Casey, Paul Filippetti, Charlotte Cookson
Executive Director: Robert Cappelletti
Property Manager: Jamie Lee

1. Meeting was called to order at 3:00 P.M. by Chair Codeanne
2. Roll Call: Commissioners Codeanne, Frink, and Filippetti were present. Commissioner Casey arrived at 3:18. 6 residents were in attendance.
3. Public Comment: One resident thanked the Property Manager for handling a complaint of a barking dog in a prompt manner.
 - Smoking on the property continues to be an issue.
 - Request for earlier hours for the laundry room was stated.
 - Request for front load washers was made.
 - Concern for appropriately disposing of batteries and lightbulbs was stated.
 - Painting of benches.

All of these issues will be addressed by the Property Manager.

4. Tenant Commissioner Update:

First meeting of the new Resident Commissioner. Resident Commissioner also attended Resident Meeting with Grasso Gardens

5. A motion to approve the minutes of the meeting of September 25, 2019 was made by Commissioner Filippetti, seconded by Commissioner Frink. No discussion. Motion passed with one abstention (Tenant Commissioner Cookson).

6. Financials

- a. A motion to approve the payment of the bills as presented was made by Commissioner Frink, seconded by Commissioner Filippetti. The vote to approve the payment of the bills passed unanimously.
- b. The monthly financials were reviewed. Auditor has sent revised report which has not been received to date.

7. Executive Director Update

Executive Director Cappelletti

The PVPH development team continues to meet weekly and construction activity has increased dramatically. Requisitions are being reviewed prior to payments to various contractors.

All permits have been received and a construction schedule has been developed with a target date for completion February 2020 (maybe earlier)

Discussions with local developers and landowners who have approached the GHA in consideration of partnering in a large land development project which would include residential, commercial, and retail space. GHA hopes to create a Public Private Partnership (P3 Programs) with area developers and landowners for future development opportunities.

Discussions with the Groton Family Farm continue. Executive Director and Property Manager have been working with the greenhouse design professionals as part of this anticipated project.

8. Property Manager Update

Property Manager's Report and Resident Services Coordinator's Report were reviewed.

SRAP applications are close to completion. Inspections will follow.

Energy Assistance for residents at both Pequot and Grasso have been completed.

Website Statistics indicate an increase in viewing the application information.

All bank account information regarding monthly financials for August have been submitted and completed by the accountant and updates provided to Meriden Housing Authority for final monthly financial review and reports.

9. Old Business was covered in management updates.

10. New Business - none

11. Motion to adjourn made by Commissioner Frink, seconded by Commissioner Filippetti. Vote passed unanimously

Meeting adjourned 3:40 P.M.

Respectfully Submitted,

A handwritten signature in black ink that reads "Robert Cappelletti". The signature is written in a cursive style with a large, stylized initial 'R'.

Robert Cappelletti
Secretary