

Meeting Minutes
Groton Housing Authority
Groton, Connecticut
November 20, 2019
Grasso Gardens Community Room

RECEIVED
TOWN CLERK'S OFFICE
2020 FEB -4 PM 4:03
RECEIVED VOL. PAGE
Robert M. Cappelletti
TOWN CLERK GROTON, CONN.

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

1. Meeting was called to order at 3:07 P.M. by Chair Codeanne
2. Roll Call: All board members present. Two tenants present.
3. No Public Comments
4. Tenant Commissioner Update

Commissioner Cookson reported a meeting was held at Grasso Gardens with tenants voicing an interest in organizing some social activities.

5. Review and approval of the October 23, 2019 meeting minutes.

A motion to approve the minutes of the meeting of October 23, 2019 was made by Commissioner Filippetti, seconded by Commissioner Frink. No discuss on. Motion passed unanimously.

6. Financials

A motion to approve the payment of the bills as presented was made by Commissioner Casey, seconded by Commissioner Filippetti. The vote to approve the payment of the bills passed unanimously.

A review of the Financials was conducted with Haley Fetrow participating by conference call. She reviewed her report which included explanations to questions posed in the October Board meeting. Operations and Capital Improvements are the largest accounts. Commissioner Frink requested a copy of the ledger detailing the Capital Improvement accounts for the next board meeting. He voiced the need to see the accounting for each grant and construction loan. CHFA condenses it all onto one line.

7. Executive Director Cappelletti Update

The PVPH development team continues to meet weekly and construction activity has increased dramatically. The completion of the Passive House Project (buildings 31&35) is scheduled for mid to late February. The energy usage and cost report from HET has

yet to be received. This is needed in order to determine the geo-thermal system for the two buildings. The construction loan will close after Thanksgiving when CHFA and DOH sign off on it.

8. Property Manager's Report

Tree damage at both Grasso gardens and Pequot Village have been removed. Benches at Grasso Gardens have been painted/stained.

Resident's comments from the previous board meeting have been addressed.

SRAP applications for the 32 contracts that became effective on May 1 are nearing completion. Two new leases were scheduled for October with one completed recently.

Steps are being taken to update the GHA website.

9. Old Business

Reviewed in Executive Director's Update

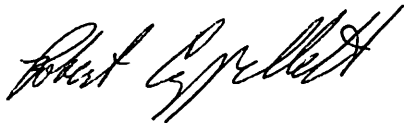
10. New Business

None at this time

9. Adjournment

Motion to adjourn made by Commissioner Casey, seconded by Commissioner Frink. The meeting was adjourned at 4:16PM

Respectfully Submitted,



Robert Cappelletti
Secretary