

Meeting Minutes
Groton Housing Authority
Groton, Connecticut
December 18, 2019
PEQUOT VILLAGE COMMUNITY ROOM

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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 3:06 P.M. by Chair Codeanne
2. Roll Call: All board members present.
3. Public Comments: No tenants present.
4. Tenant Commissioner Update: No meetings held
5. Review and approval of the November 20, 2019 meeting minutes.

A motion to approve the minutes of the meeting of was made by Commissioner Frink, seconded by Commissioner Filippetti. No discussion. Motion passed unanimously.

6. Financials

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

7. Executive Director Cappelletti

The Passive House Development Team continues to meet weekly. Framework on the second building is nearly complete. There are now roofing delays on the part of the solar roofer. Weather has created delays as well. The plans for the geothermal installation are being completed. Interior finishes are being selected.

We are waiting to hear from Chelsea Groton for a closing date. We anticipate the middle of January. All documents have been submitted.

The Executive Director continues to meet with local developers and Cooper Robertson on a large scale master development for Groton.

8. Property Manager's Report

Maintenance re-inspected the 9 apartments that failed the annual inspections.

The Resident Services Coordinator attended two training seminars (Elderly Abuse and Alzheimer/Dementia).

New SRAP's went into effect May 1 and there are an additional 32 residents eligible under the new contract. There are presently seven applications pending processing by J.D'Amelia.

There have been 9 applications given out this past month. This is up 3 from last month. This does not account for applications downloaded from our website.

Property Management continues to attend the weekly construction meetings. Framing, roofing prep, and walls are complete on Bldg. 31 and nearly complete on Bldg. 35. Windows and some doors are installed on Bldg. 31 and nearly complete on Bldg. 35.

Enfield is on site daily as well as our Project Manager from ECHO.

9. Old Business

Reviewed in Executive Director's Update

10. New Business

2020 Budget Reviewed

Motion to accept the 2020 Budget as presented made by Commissioner Casey, seconded by Commissioner Frink.

Discussion relative to cable/utilities, repair contracts and audit expenses was held with questions answered by the Executive Director.

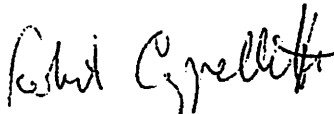
PILOT discussion was again brought forward with the hopes of reinstating it with the town.

The vote to approve the 2020 Budget passed unanimously.

11. Adjournment

Motion to adjourn made by Commissioner Casey, seconded by Commissioner Frink. The meeting was adjourned at 4:45

Respectfully Submitted,



Robert Cappelletti
Secretary