

SUFFIELD HOUSING AUTHORITY
MINUTES OF REGULAR MEETING

Wednesday, February 9, 2022

The Housing Authority of the Town of Suffield held its regularly scheduled meeting on Tuesday, February 8, at 6:30 P.M. at Maple Court 81 Bridge Street: the date and time duly established.

Mr. Messenger called the meeting to order at 6:40 PM

The following members were present:

Mr. Mark Messenger, Chairman

Mr. Jonathan Carson, Vice Chairman

Mrs. Jacqueline Marien, Secretary

Mrs. Kathy Remington, Treasurer

Mr. Larry Magoon, Tenant Representative

Also present were Mrs. Debra Krut, Mr. Patrick O'Sullivan, Maintenance, Robert Hinckley and Kimberly Emmons.

PUBLIC COMMENT: Mr. Hinckley spoke on behalf of two Executive Director applicants. He asked for consideration of qualities and experience.

Mrs. Emmons spoke of her interest in the position and her qualifications.

MINUTES

Mr. Carson Moved, Mrs. Remington seconded and so voted: to accept the minutes of the January meeting. VOTE: 5-0

BILLS

Mr. Magoon moved, Mrs. Marien seconded and so Voted: to approve the bills presented which represented the expenses and expenditures of the Housing Authority for the billing period of February 2022.

VOTE: 5-0

OLD BUISNESS: The residents will be asked to make suggestions for an onsite memorial in honor of Kerry O'Brien. It will be tabled until spring.

NEW BUSINESS: REPORT OF THE CHAIRMAN

Five new applications were reviewed and accepted to the waitlist.

The lease for Unit H-4 was signed.

Three resumes for the Executive Director position were submitted to the Board. Executive session will be called at the end of the meeting.

REPORT OF THE EXECUTIVE DIRECTOR

Re-certification of tenant rents for May 1, 2022 has begun.

CHFA has suggested a base rent increase to sustain our Housing Authority. Mr. O'Sullivan will obtain the actual square footage of our units. Mrs. Krut will get advice from the state.

A Laurel Court resident has volunteered to work once again with a Food Share to bring items to our Housing Authority as it begins again. She is also looking into a new hot meal program on weekends in the future in Windsor Locks. Information will be provided as available.

MAINTENANCE:

Mr. O'Sullivan reported that the beginning process for the CDBG application is going well. He has met with an architect and spoken with our consulting company.

REPORT FROM THE TENANT REPRESENTATIVE

Mr. Magoon said that there will be a volunteer clean-up day at Sunrise Park in April. Housing residents may want to help out in honor of Kerry.

CHAIRMAN: Mark Messenger made a motion at 7:50 to enter into Executive Session to discuss hiring a new Executive Director. Mr. Carson seconded the motion. The Executive Session ended at 8:02 with a decision regarding the Executive Director position. VOTE 5-0

ADJOURNMENT

Since there wasn't any further business to bring before the Board, Mr. Carson motioned and Mrs. Remington seconded and so Voted: to adjourn this meeting at 8:10 PM. VOTE: 5-0

Respectfully Submitted,

Jackie Marien, Secretary
jm/dk