

## Housing Authority Minutes 11 15 16

The REGULAR meeting of the LHA was held on Tuesday, Nov 15, 2016 at 4:30 PM at the Curtis, 6 Main St.

- The meeting was called to order by Chairman C. May at 4:30 PM.
- Roll Call: Present – C. May, Chairman/State Appointee

M. Pero, Vice Chairman D. Kirby, Treasurer  
T. Sorrentino, Jan Ward Members  
M. Joyner, Exec. Dir.  
Absent - None Others – S. Honeycutt

- Agenda:

- Tenant Forum – No requests Thanksgiving dinner will be held for any tenant

b. Minutes – October Regular meeting

M. Pero made the motion to accept Oct. regular minutes, D. Kirby seconded. All in attendance voted in favor. Approved minutes will be forwarded to town website

- FY'17 Budgets

S. Honeycutt presented a review of FY'16. FY '17 budgets are allowed a 3% increase and \$200 per unit for non-routine maintenance. Agreed Upon Procedure will be Funded (\$3600) by DHCD, accounting fees will go up 2.5% as allowed. LHA is in sound Financial condition. T. Sorrentino made the motion to approve the FY'17 4001(elderly) Budget showing total revenue of \$553,352 and total expenses of \$502,287 requesting a Subsidy of \$27,800. J. Ward seconded and all in attendance voted in favor. M. Pero made the motion to approve the FY'17 689 (handicap) budget showing total revenue of \$45,271 and total expenses of \$60,546 requesting no subsidy. D. Kirby seconded and all in attendance voted in favor. Budget certifications were signed by all members and will be emailed as instructed, once approval is given budgets may be submitted.

d. Curtis Commercial Space

\$ 1669.67 was transferred to 4001 (Elderly) account. Oct 31, 2016 checking balance was \$ 72958.95.

e. Accounts Payable

The Sept. balance sheets were presented for review. \$ 3434.90 was transferred to 4001 (Elderly) from the 689 (handicap), 4001 (Elderly) current balance unavailable, The 689 (Handicap) 10/31/16 balance was \$77153.20 (no interest).

f. Old Business

Exec. Dir. retirement letter was read and distributed to all members.

New board member email addresses were distributed – will be listed on the board member attendance report going forward.

g. Turnure Terrace

Yearly apartment inspections started 11/14/16.

- Vacancies

Curtis/1 (should be filled by Dec. 1), TT/2 offline, Families/0

- New Business

The Board will hold a meeting on Thursday, Dec. 1 at 4:30 pm to review resumes.

Revised Income Limits for Admission & Fair Market Rents for Continued Occupancy effective 8/1/16 were received 10/19/16.

D. Kirby made motion to approve as presented, T. Sorrentino seconded and all in attendance voted in favor.

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The Exec. Dir. read notice for the call for Elections for Central-West Region Regional Capital Assistance Team Advisory Board members and presented the names of the nine nominees. After a short discussion concerning the fact that there was not a choice – nine nominees for nine slots, M. Pero made the motion not to authorize the Exec. Dir. to vote on behalf of LHA. T. Sorrentino seconded and all members in attendance voted in favor.

C. May suggested that a modified performance evaluation should be completed for Exec. Dir. even though retiring. Five questions will be drafted for all members to respond to and submit to C. May for tally.

4. C. May adjourned the meeting at 6:00 PM.

Respectfully Submitted,

Martha Joyner, Secretary  
Executive Director

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