

SUFFIELD HOUSING AUTHORITY

MINUTES OF REGULAR MEETING

Wednesday, February 12, 2014

The Housing Authority of the Town of Suffield held its regularly scheduled meeting on Tuesday, February 11, 2014 at 6:30 P.M. in the Recreation Room at Maple Court, 81 Bridge Street: the date, time and place duly established.

The following members were present:

Mrs. Viola Carney, Vice Chairman

Mrs. Kimberly Emmons, Secretary

Mrs. Kathleen Remington, Treasurer

Also present was Mrs. Debra S. Krut, Executive Director

Mr. Jonathan Carson, Chairman and

Mrs. Elaine Nadeau, Tenant Representative were absent

MINUTES

Mrs. Remington moved, Mrs. Carney seconded and so Voted: to approve the minutes of the meeting of January 14, 2014. VOTE: 3-0

BILLS

Mrs. Emmons moved, Mrs. Carney seconded and so Voted: to approve the bills presented which represented the expenses and expenditures of the Housing Authority since the meeting of January 14, 2014. VOTE: 3-0

REPORT OF THE CHAIRMAN

none

REPORT OF THE EXECUTIVE DIRECTOR

Office staff will attend a Capital Needs Assessment training seminar.

DuBaldo Security will install smoke detectors and burglar alarm in the maintenance garage.

Smoke free housing is being discussed. *A meeting with residents will be scheduled. Effective 2/11/2014, our housing application will state that Suffield Housing is stratifying to a smoke free property. There will be no smoking in newly assigned housing units.*

Maintenance staff is to be complimented on the superior job they are doing with snow and ice.

The office computer has been connected to COX Communications.

A note has been sent to a board member of the Suffield Volunteer Ambulance Association stating that it is felt that Chief Art Groux is an asset to our town and is truly appreciated.

Moisture was an issue in one of our units. Maintenance discovered that when the bathroom ventilation fan was installed, the insulation was not put back in place. It has been corrected.

Policies are being reviewed.

Mrs. Emmons moved and Mrs. Carney seconded and so Voted: To accept the 2014 Income Limits.

VOTE: 3-0

The fourth quarter report for 2013 was reviewed and placed on file.

The application list continues to be closed.

#### REPORT FROM THE TENANT REPRESENTATIVE

Suggestion box: No suggestions in the boxes this month.

Since there wasn't any further business to bring before the Authority, Mrs. Emmons moved, Mrs. Carney seconded and so Voted: to adjourn this meeting at 8:00 P.M.

VOTE: 3-0

Respectfully Submitted,

Kimberly Emmons  
Secretary  
ke/dk