

# ASHFORD HOUSING AUTHORITY

## **Minutes of Special Meeting on July 12, 2022**

**Tuesday-7:00 PM**

*49 Tremko Lane, Ashford, CT 06278*

**1. Roll Call:** Chairman Dennis Poitras called the meeting to order at 7:03pm. Commissioners Sandy Labrecque, Ann Phillips and Sandy Fletcher were present.

**Public present:** Carol Olsen

**Staff Present:** Jessica Miller

**2. Minutes:** The Minutes of the Monthly Meeting of June 14, 2022 were reviewed. Commissioner Fletcher mentioned one error on the motion to adjourn.

**MOTION:** Commissioner Phillips made the motion to approve the June Minutes as amended.

**SECOND:** Commissioner Fletcher seconded the motion.

**VOTE:** All in favor

**3. Director's Report:** Two apartments are open and will be ready September 1, 2022. The waitlist is too small with only 7 applicants and four in pending. Director Miller will work with staff to create and implement a strong marketing campaign for the fall. The marketing plan will be reviewed at the August Commission meeting.

**4. Budget Report:** The monthly budget report for June was reviewed. The fourth quarter financial report was also reviewed.

**MOTION:** Commissioner Fletcher made the motion to approve the May financial report.

**SECONDED:** Commissioner Phillips seconded the motion.

**VOTE:** All in favor

**5. Ashford Housing Development Corporation:** Director Miller stated this will stay on the monthly agenda to keep Commissioners updated on the new nonprofit affiliate. Director Miller met with Heather Parker, who has agreed to serve on the new board. Director Miller is actively working to secure all board members needed for the nonprofit. The goal is to have all members secured by August with our first board meeting in September.

**5. Correspondence:** None

**6. New Business:** Director Miller asked Commissioners to approve the rent subsidy for ten residents for the month of August until the Town meeting is rescheduled. Each tenant will sign a 30-day lease extension for August. If the Town does not approve the allocation of ARPA funds for rental subsidy, then AHA will take the August rent subsidy as a loss for the year. The total subsidy amount for the ten residents in August is \$962.00.

**7. Public Access:** Carol Olsen asked if there is a new date for the Town Meeting. So far there is not a new meeting date.

**8. Adjournment:** Meeting was adjourned at 7:58 pm.  
**MOTION:** Commissioner Labrecque made the motion to adjourn.  
**SECOND:** Commissioner Phillips seconded the motion.  
**VOTE:** All in favor

Respectfully submitted by  
Jessica Miller

*Jessica Miller*