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Minutes of Monthly Meeting on November 8, 2022

Tuesday-7:00 PM

49 Tremko Lane, Ashford, CT 06278

**1. Roll Call:** Commissioner Sandy Labrecque called the meeting to order at 7:05 pm. Ann Phillips and Sandy Fletcher were present. Dennis Poitras was excused.

**Public present:** Elaine Bissonnette, Holly Hensel

**Staff Present:** Jessica Miller

**2. Minutes:** The Minutes of the Monthly Meeting of September 13, 2022 were reviewed.

**MOTION:** Commissioner Fletcher made the motion to approve the September Minutes.

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

**VOTE:** All in favor

**3. Director's Report:** Ms. Miller stated there is one vacancy which will be filled on December 1. There is a rodent problem outside by the foundation. Management asked tenants to stop feeding the birds right now and Willington Termite placed bait boxes in problem areas outside. Ms. Miller hired a new RSC, who will start in December. AHA is still looking for maintenance and a custodian. The waitlist is at nine applicants currently. AHA marketing has not been as successful as anticipated. Management will continue to look for new marketing opportunities.

**4. Budget Report:** The monthly financial report for September and October were reviewed. Ms. Miller also reviewed the quarterly report.

**MOTION:** Commissioner Phillips made the motion to approve the September and October financial report.

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

**VOTE:** All in favor

**5. Ashford Housing Development Corporation:** The board met in October and reviewed the management contract and pro forma budget. The board decided to invite Barbara to the next meeting to review both document and answer questions. Next meeting will be November 22, 2022 at 6:00 pm

**6. New Business:** Director Miller reviewed funding options for the major rehab for PSHS. The Spectrum contract will end in May 2023. Ms. Miller will hold a meeting with tenants on November 15<sup>th</sup> to discuss options. A decision to renew will be made by end of November.

**7. Public Access:** None

**8. Adjournment:** Meeting was adjourned at 7:42 pm.

**MOTION:** Commissioner Phillips made the motion to adjourn.

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

**VOTE:** All in favor

Respectfully submitted by  
Jessica Miller





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