

## Minutes of Monthly Meeting on March 14, 2023

Tuesday-7:00 PM

*49 Tremko Lane, Ashford, CT 06278*

**1. Roll Call:** Chairperson Dennis Poitras called the meeting to order at 7:00 pm. Commissioners Ann Phillips, Sandy Fletcher and Sandy Labrecque were present.

**Public present:** Holly Hensel

**Staff Present:** Jessica Miller

**2. Minutes:** The Minutes of the Monthly Meeting of February 14, 2023 were reviewed.

**MOTION:** Commissioner Fletcher made the motion to approve the February minutes.

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

**VOTE:** All in favor

**3. Director's Report:** A unit will be available in mid-April. This unit was just turned over in February, so it will be a quick turnover. A backflow preventer was replaced in late February along with a leak repair, the cost was \$4,055. Kathleen, our new RSC has done a great job expanding social programs. She coordinated a shopping trip using the Ashford bus. Kathleen will bring in speakers and offer craft events as well. AHA now has three part time maintenance personnel, which have dramatically decreased maintenance responsibilities for Jessica.

**5. Budget Report:** The monthly budget report for February was reviewed. Ms. Miller stated the total cost of materials for hallway project has been \$882.00 to date.

**MOTION:** Commissioner Phillips made the motion to approve the February budget report.

**SECOND:** Commissioner Fletcher seconded the motion

**VOTE:** All in favor

**6. Ashford Housing Development:** The AHDC Board met on February 21, 2023. The contract between AHA and AHDC was approved. The 1023 application for tax exempt status was approved. The primary focus for AHDC will be to start a fundraising plan. Next meeting will be in April.

**7. New Business:** The Request for Proposals for legal services was reviewed. The RFP will be posted on March 17, 2023. The RFP for development consultant will be reviewed and sent out in April. Ms. Miller will attend a workshop on the CDBG application on March 28<sup>th</sup>. The deadline to apply is May 31, 2023. The Town of Ashford will apply for these funds on behalf of AHA. Community Consulting is the firm that works with the Town of Ashford to administer CDBG funds. The primary concern is how to fund predevelopment costs. Many of the funding programs from Department of Housing, such as predevelopment loans, have expired.

**8. Public Access:** None

**9. Adjournment:** Meeting was adjourned at 7:47pm.  
**MOTION:** Commissioner Fletcher made the motion to adjourn.  
**SECOND:** Commissioner Phillips seconded the motion.  
**VOTE:** All in favor

Respectfully submitted by  
Jessica Miller

*Jessica Miller*