
Minutes of Monthly Meeting on July 11, 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 June 13, 2023 were reviewed.

MOTION: Ms. Phillips made the motion to approve the June minutes.

SECOND: Ms. Fletcher seconded the motion.

VOTE: All in favor

3. Director's Report: The Call for Aid panel is not working properly. We are working with D'Amico Electric to troubleshoot the problem. A sprinkler pipe in the attic is leaking. Fire Protection Team, which is the new service contractor, isolated the leak and will return to replace the pipe. Ms. Miller and Mr. Poitras attended the Ashford BOS meeting on June 25th to request additional ARPA funds and request assistance to apply for Small Cities Grant. AHA will meet with the Ashford BOS again in July. The Department of Housing approved ERAP funding for all tenants who need assistance this year. This is the first time since 2009 the DOH has increased funding for Ashford.

5. Budget Report: The monthly budget report for June was reviewed. The 4th quarter financial report was also reviewed. The fourth quarter financials represent the entire fiscal year. Ms. Miller reviewed accounts that were over budget and the reasons why. The Audited financial statements will be reviewed in January once the Audit is complete. The audit covers fiscal years 2023 and 2024.

MOTION: Ms. Labrecque made the motion to approve the June budget report.

SECOND: Ms. Phillips seconded the motion

VOTE: All in favor

6. Ashford Housing Development: Ms. Miller will set up a meeting in August.

7. New Business: Ms. Miller is working together with Eastern Insurance Associates to procure a different Insurance company for property insurance. The amended FY24 management plan was reviewed for approval. The budget had to be revised due to large increase in property insurance.

MOTION: Ms. Phillips made the motion to approve the June budget report.

SECOND: Ms. Fletcher seconded the motion

VOTE: All in favor

8. Public Access: Holly Hensel spoke about her concern with possible rodents and the smell it's creating in her bathroom. Discussion included steps staff has taken already. Willington Termite will be here July 20th; staff will discuss other possible solutions with them.

9. Adjournment: Meeting was adjourned at 8:40 pm.

MOTION: Ms. Phillips made the motion to adjourn.

SECOND: Ms. Fletcher seconded the motion.

VOTE: All in favor

Respectfully submitted by
Jessica Miller

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