

Minutes of Monthly Meeting on November 14, 2023

Tuesday-7:00 PM

49 Tremko Lane, Ashford, CT 06278

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

Public present: Holly Hensel, Bill Kerensky

Staff Present: Jessica Miller

2. Minutes: The Minutes of the Monthly Meeting of October 10, 2023 were reviewed.

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

SECOND: Ms. Labrecque seconded the motion.

VOTE: All in favor

3. Director's Report: Ms. Miller reported the following updates:

The Capital Needs Assessment was completed on October 17th, we will receive the report by end of the month.

AHA procured a new company for septic services. Art's Septic came October 31st to pump septic tank. This will be completed twice a year moving forward.

RWE Renewables is currently installing a disconnect switch for the solar panels outside in the back of the building.

4. Budget Report: The monthly budget report for October was reviewed.

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

SECOND: Ms. Phillips seconded the motion

VOTE: All in favor

5. Ashford Housing Development: Next meeting date is Tuesday, November 28th at 6pm.

6. Moderate Rehab Project: The Commission reviewed two proposals for Development Consultant. It was agreed to interview both candidates in early December. Director Miller will complete reference checks for both organizations prior to the interviews.

7. New Business: Ms. Miller reviewed the 2024 meeting schedule.

MOTION: Ms. Labrecque made the motion to approve the 2024 meeting schedule.

SECOND: Ms. Phillips seconded the motion.

VOTE: All in favor

Ms. Miller reviewed AHA's response to the insurance evaluation. As part of the evaluation, the annual sprinkler inspection report was sent to State Auto Insurance. The sprinkler report listed 18 deficiencies. Director Miller sent a response to State Auto regarding deficiencies listed.

Commissioners were given a copy of the responses and supporting documents from AHA. All listed deficiencies have been corrected or are scheduled for repair.

8. Public Access: The Commission discussed with Ms. Hensel what the construction schedule could look like during the rehab. Mr. Kerensky stated it might take a couple of days to complete the kitchen rehab or bathroom rehab. Director Miller stated that once a general contractor is chosen, AHA will have multiple meetings with residents regarding construction.

9. Adjournment: Meeting was adjourned at 8:15 pm.

MOTION: Ms. Labrecque made the motion to adjourn.

SECOND: Ms. Phillips seconded the motion.

VOTE: All in favor

Respectfully submitted by
Jessica Miller

