
Minutes of Monthly Meeting on April 9, 2024

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, Bill Kerensky and Sandy Labrecque were present.

Public present: None

Staff Present: Jessica Miller

2. Minutes: The Minutes of the monthly meeting of March 12, 2024 were reviewed.

MOTION: Mr. Kerensky made the motion to approve the March meeting minutes.

SECOND: Ms. Phillips seconded the motion.

VOTE: All in favor

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

- Ms. Miller is working with Eastern Insurance Associates to change Insurance provider for property and liability insurance.
- Ms. Miller is procuring quotes for removal of the oak tree in the back, closest to the patio.
- In cooperation with the Town of Ashford, Ms. Miller is working on a grant to purchase a minivan for the housing. The grant is offered by Senior Resources Agency on Aging specifically for transportation needs. The grant would cover the purchase price of a vehicle. AHA would be responsible for maintenance and insurance of vehicle.

MOTION: Mr. Kerensky made the motion to submit the ARPA Transportation Grant Application

SECOND: Mr. Poitras seconded the motion.

VOTE: All in favor

4. Budget Report: The monthly budget report for March was reviewed. The 3rd Quarter financial report was reviewed as well.

MOTION: Mr. Kerensky made the motion to approve the March budget report.

SECOND: Mr. Poitras seconded the motion

VOTE: All in favor

5. Ashford Housing Development Corp: No update. The next AHDC meeting is April 23, 2024.

6. Moderate Rehab Project: Ms. Miller is working on predevelopment activities including the required environmental testing. A meeting to finalize the scope of work will be scheduled soon.

7. Business:

Approval of Base Rent Increase

Ms. Miller held a tenant meeting to discuss the proposed increase on March 12, 2024. Eighteen residents attended the meeting. The proposed increase is 3% for all levels of base rent. Ms. Miller discussed the reasoning and answered questions from tenants. No written comments were submitted for review.

MOTION: Mr. Kerensky made the motion to increase the base rent as proposed.

SECOND: Ms. Phillips seconded the motion.

VOTE: All in favor

Approval of FY 2025 Management Plan

Ms. Miller reviewed the proposed budget for FY 2025 with the Board of Commissioners.

This budget is similar to the previous year with no major changes. Rent Stratification, which begin in July 2022, has begun to make a small difference in revenue.

MOTION: Mr. Kerensky made the motion to approve the management plan as proposed.

SECOND: Ms. Phillips seconded the motion.

VOTE: All in favor

8. Public Access: None

9. Adjournment: Meeting was adjourned at 8:00 pm.

MOTION: Mr. Kerensky made the motion to adjourn.

SECOND: Ms. Labrecque seconded the motion.

VOTE: All in favor

Respectfully submitted by
Jessica Miller

