

## Minutes

The Commissioners of the Housing Authority of the City of Willimantic met in a regular meeting at the Housing Authority offices, 49 West Avenue, Willimantic, Connecticut at 7:00 p.m. on Wednesday, January 28, 2015. The meeting was called to order by the Chairman. Upon roll call, those present and absent were as follows:

### PRESENT

John Naumec  
Linda Stevens  
Jean Gaskin  
John Schwenk  
Michele Nahas

### ABSENT

The Minutes of the previous meeting were unanimously accepted as read.

### CORRESPONDENCE:

01/15/15 NAHRO Monitor.  
12/30/14 Town of Windham, Bus Shelter  
01/2015 CONN Nahro, Commissioner Connection  
01/12/15 WHA to Town of Windham, CDBG Funding Update

### Executive Director's Report

The report of the Executive Director is attached herewith and hereby made a part of these minutes.

### PUBLIC TIME:

No member of the public addressed the Board.

Resolution #3871

The following resolution, #3871 was introduced by Commissioner Gaskin, read in full and considered:

BE IT RESOLVED: That the following Voucher Checks are approved as paid:

Project Conn 10-1-2-5	Transfer to COF #148	\$125,000.00
	Transfer to COF #149	\$122,856.96
Project MR-7-34	Transfer to COF #136	\$ 61,167.60
	Transfer to E22 #137	\$ 365.00
Project MR-50 Section 8	Transfer to COF #136	\$ 56,129.49
Project E-22-87	Transfer to COF #134	\$ 30,550.33
Central Office Fund	#9894 - 10208	

Commissioner Gaskin moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Stevens and upon roll call, the "Ayes" and "Nays" were as follows:

"AYES"  
John Naumec  
Jean Gaskin  
John Schwenk  
Linda Stevens  
Michele Nahas

"NAYS"  
None

The Chairman thereupon declared said motion carried and said resolution adopted.

EXECUTIVE SESSION:

The Board went into executive session to discuss employee and tenant issues at 7:15 PM and returned to regular session at 7:18 PM.

PUBLIC TIME

No one from the public was present.

OTHER BUSINESS

The Board discussed banking procedures and signature requirements for check signing. Currently there are two signatures required on all checks. Checks must have at least one original signature from a signer on the account and may stamp one signature with the exception of the voucher program which allows for two stamped signatures.

The Board discussed potential increases in cable charges at Wilbur Cross Apartments and John Ashton Towers

The Board discussed the possibility of establishing a non-profit entity to explore other options to rehabilitate its housing.

The Board discussed utilizing a computer application process that would allow applications to be received electronically and allow for applicants on the waiting list to check their position through a secure website.

There being no further business to come before the Board, it was moved, seconded, and carried that the meeting adjourn. The Chair thereupon declared the meeting adjourned at 7:38 p.m.

Respectfully submitted,

Kim Haddad  
Secretary