The Regular meeting of the Board of the WEST HAVEN HOUSING AUTHORITY dba SAVIN ROCK COMMUNITIES was held on September 25, 2018 at Meadow Landing,

397 Meadowbrook Court, West Haven, CT 06516.

Chairwoman Paine called the meeting to order with a roll call at 8:00 AM.

Present were: Chairwoman Paine, Vice Chairman O’Connor, Commissioner Nugent, Commissioner Orio and Commissioner Mooney. Also, in attendance were West Haven Housing Authority Executive Director John Counter, Attorney Kravetz of Susman, Duffy & Segaloff. Jessie Fennell of the West Haven Housing Authority was also in attendance.

Absent and Excused: None

1. **Approval of the Minutes**

Chairwoman Paine called for a motion to approve the minutes of the August 7, 2018 Special meeting. Commissioner Mooney made the motion. Seconded by Commissioner O’Connor.

All in Favor. Motion carried unanimously.

1. **Committee Reports**

Finance Committee:

Mr. Counter reviewed highlights of the financial statement through fiscal year August 31, 2018. Overall, WHHA has a net operating income of $287,409 which is $140,814 above the budgeted net income of $146,595 for the five months in fiscal year 2019. Total expenses are less than the budget by $158,362 based on activities primarily due to lower than expected utility costs and less HAP payments. Capital Expenditures are over the budget by ($7,916) due to parking lot drain, tree removal and security door which have been completed at AMP 2.

Mr. Counter elaborated on the parking lot drain that was required, due to an overflow from the water stream behind the WHHA property on 15 Glade Street. When the stream overflows the water is pushed toward 15 Glade St. building and onto the road in front of the building, causing flooding. This is due to the VA’s new parking lot. WHHA is on record with the VA on this issue.

Personnel Committee

Development Committee

Executive Session

1. **Executive Director Report**

Mr. Counter shared with the Board the public and leased housing management indicators. The unit turnover and work order turn-around time for completion are well within HUD standards.

Commissioner O’Connor inquired about the figure for the allowance for doubtful accounts noted in the management indicators report. Mr. Counter informed the Board this amount is based on a percentage of uncollected rents which we may have at the end of the year. The amount is based on historical data. Uncollected rents are primarily due to evictions and written off at the end of the fiscal year.

1. **Legal Counsel**
2. **Executive Session**
3. **Unfinished Business**
4. **New Business**
5. **Executive Session**

The Board entered Executive Session at 8:04 AM. The Board came out of Executive Session at 8:45 AM.

1. **Possible action on executive session issues**
2. **Adjourn meeting:**

As there was no other business to come before the Board, Chairwoman Paine adjourned the meeting at 8:45 AM.

Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

John P. Counter

Executive Director / Secretary