Chairwoman Paine called the meeting to order at 8:02 AM.

The Regular meeting of the Board of the SAVIN ROCK COMMUNITIES was held on

April 30, 2019 at Meadow Landing, 397 Meadowbrook Court, West Haven, CT 06516.

In attendance were: Chairwoman Paine, Vice Chairman O’Connor, Commissioner Mooney, Commissioner Nugent, and Commissioner Orio. Also, in attendance were West Haven Housing Authority Executive Director John Counter, and Attorney Kravetz of Susman, Duffy & Segaloff, Tom Pistilli of Simione & Macca & Larrow LLP. Tony Wang, Eric Stokes and Jessie Fennell of Savin Rock Communities were also in attendance.

 Absent and Excused:

# Approval of the Minutes

Chairwoman Paine called for a motion to approve the minutes of the March 26, 2019 Regular meeting. Commissioner O’Connor made the motion. Seconded by Commissioner Orio. All in Favor. Motion carried unanimously.

# Committee Reports

1. Finance Committee

Mr. Counter provided the Board with a copy of the finance report, including detailed report of cash flow and expenses, legal restitutions and HUD subsidy through February 28, 2019 for review and discussion.

Mr. Counter reported the housing authority’s net operating income of $365,320 which is $12,228 above the budgeted net income of $353,092 for the fiscal year 2019. Total expenses are less than the budget by ($188,749) based on activities primarily due to lower than expected utility costs and less HAP payments. Capital Expenditures are over the budget by $8,701 as the boiler repair, security camera and REAC improvements have been completed at AMPs. Revenues are less than the expected budgeted revenue by ($176,521) which is attributable to the recoup of HAP subsidy ($540k) to HUD held reserve and the short of PH operating subsidies ($33,344). Tenant rental revenues are slightly higher than the budget by $22,700. Overall operating cash flow is slightly higher than budget by $3,527.

Mr. Counter also informed the Board of new legislation (S.B. 882) of CMERS employer contribution 5-year phase increase. Effective July 1st, 2019, employer contribution will increase by 2.25%.

1. Personnel Committee

 Executive Session

1. Development Committee

#  Executive Session

# Executive Director Report

#  Mr. Counter provided the Board a summary on the collection of Restitution and a report detailing the current amount collected and owed. Mr. Counter shared the public and leased housing management indicators, noting unit turnover and work order turn-around time for completion well within HUD standards.

Mr. Counter updated the Board on the new timeline for the new ventilation system installation at Spring Heights and Morrissey Manor, due to hazmat inspection required. The project is expected to be completed by the end of September of this year.

After discussion and consideration, Chairwoman Paine called for a motion to move that the Board reschedule the May 21st, 2019 meeting for June 11th, 2019.

After review and discussion Chairwoman Paine called for a motion to move that the Board approve the Tuition Reimbursement Policy. Vice Chairman O’Connor made the motion. Seconded by Commissioner Mooney. All in favor. Motion carried unanimously.

1. **Legal Counsel**
2. **Unfinished Business**
3. **New Business**

Last month, Resident Commissioner Nugent brought a relevant tenant issue before the Board about existing lighting in the courtyard near building C, located at 15 Glade Street. Commissioner Nugent informed the Board that the additional lighting was installed and thanked the housing authority staff for their efforts.

1. **Executive Session**

The Board went into executive session at 8:23 AM. The Board came out of executive session at 9:35 AM.

1. **Action on Executive Session Issues**

#  Adjourn Meeting

As there was no other business to come before the Board, Chairwoman Paine adjourned the meeting at 9:35 AM.

Attest: John P. Counter

Executive Director / Secretary