Chairperson Paine called the meeting to order at 8:04 AM.

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

September 24, 2019 at Meadow Landing, 397 Meadowbrook Court, West Haven, CT 06516.

In attendance were: Chairperson Paine, Vice Chairperson 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 and SRCI Board member Douglas Ruickoldt. Tony Wang, Eric Stokes and Jessie Fennell of Savin Rock Communities were also in attendance.

Absent and Excused: None

# Approval of the Minutes

Chairperson Paine called for a motion to approve the minutes of the August 8, 2019 meeting. Motion passed.

# Committee Reports

1. Finance Committee

Mr. Counter provided the Board with a copy of the finance report, including details of cash flow and expenses, legal restitutions and HUD subsidy through For the Period Ended August 31st, 2019 with the following summary:

Overall, WHHA has a net operating income of $206,343 which is $61,828 above the budgeted net income of $144,516 for the five months of the fiscal year 2020. Total expenses are less than the budget by ($6,220). Capital Expenditures are over the budget by ($20,613) since the security camera and laundry machines have been installed at AMPs in the summer. Revenues are slightly higher than the expected budgeted revenue by $55,607 which is attributable to the higher tenant rent revenue. Tenant rental revenues are higher than the budget by $46,769. Overall operating cash flow is higher than budget by $41,215.

1. Personnel Committee
2. 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. Chairperson Paine requested going forward that the report include the net restitution collection. 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.

# Chairman O’Connor inquired about the unit turnover process. Mr. Counter provided a detailed process to the Board. Commission Orio inquired about the waitlist process which. Mr. Counter discussed the process which is mandated by HUD and outlined in WHHA’s Admin and ACOP plans.

# Mr. Counter discussed the Ring Doorbell Policy created due to residents installing doorbells without the consent of WHHA. A copy of the policy was presented to the Board and Mr. Counter is asking the Board to review the policy for approval at the next Board meeting.

1. **Legal Counsel**
2. **Unfinished Business**
3. **New Business**
4. **Suspend Meeting**

The Board suspended the meeting at 8:18 AM. The Board re-opened the meeting at 8:31 AM.

1. **Executive Session**

The Board went into executive session at 8:31 AM. The Board came out of executive session at 9:02 AM.

1. **Action on Executive Session Issues**

# Adjourn Meeting

As there was no other business to come before the Board, Chairperson Paine adjourned the meeting at 9:02 AM.

Attest: John P. Counter

Executive Director / Secretary