

The Regular meeting of the Board of the SAVIN ROCK COMMUNITIES was held on July 28, 2020 at Meadow Landing, 397 Meadowbrook Court, West Haven, CT 06516.

Chairperson Paine called the meeting to order at 8:00 a.m.

In attendance via Teleconference were: Chairperson Paine, Vice Chairperson O'Connor, Commissioner Nugent, Commissioner Orio and Commissioner Mooney. Also, in attendance were Savin Rock Communities Executive Director John Counter, SRCI Board member Douglas Ruickoldt, Attorney Karen Kravetz of Susman, Duffy and Segaloff and Tom Pistilli of Simione Macca and Larrow, LLP. Jessie Fennell, Eric Stokes, Meagan Golde, Yolanda Russell and Tony Wang of Savin Rock Communities were also in attendance.

Absent and Excused: None

I. Approval of the Minutes

Chairperson Paine called for a motion to approve the minutes of the June 30, 2020 Regular meeting. Motion passed.

II. Committee Reports

1. Finance Committee

Mr. Counter and Mr. Wang provided the Board with a copy of the finance report through June 30, 2020 and gave the Board a summary of the operating budget; income and expenses.

2. Personnel Committee

Executive Session

3. Development Committee

Executive Session

III. Executive Director Report

Mr. Counter provided the Board with an update on the following:

- Lease up rates for the Section 8 Program and the Public Housing Management Indicators for unit turnover and work orders that are all within HUD standard requirements.
- Surfside currently has 10 vacant units with a challenge to fill due to the pandemic. Efforts to fill vacancies will continue.
- Maintenance personnel continues on a modified work schedule; early morning and evening split shifts to sanitize and clean common areas, entry doors for common areas and elevators. In addition, professional sanitizing service is completed twice a week for all sites. Maintenance personnel continue to respond to health and safety work orders, with an average completion time of 20 minutes, in order to maintain safety for residents and staff.

COVID-19 operational update: Meagan Golde provided the Board with an overview of data specific information on the current COVID-19 pandemic, including cases and deaths both city-wide and housing authority specific data.

Resident Service Coordinator update: Yolanda Russell provided the Board with an overview of all continued efforts to tenant services during the COVID pandemic:

- RCS and Property Managers provide wellness calls to all residents
- Phone Blasts that allows to disseminate important information quickly

- Face to Face wellness visits with proper PPE on
- Supportive counseling services and express help line for emotional support and immediate crises counseling
- Distribution of PPE continue for residents
- Distribution of non-perishable food donated from local non-profit organizations
- Transportation services offered to residents in need for medical appointments, prescription medication pick-up and grocery shopping.

IV. Suspend Meeting

Chairwoman Paine called for a motion to suspend the meeting at 8:22 a.m. Motion passed.

V. Legal Counsel

VI. Unfinished Business

VII. Re-Open Meeting

Chairwoman Paine re-opened the meeting at 8:29 a.m.

VIII. New Business

Commissioner Nugent inquired about the garbage dumpster located at the Spring Heights building. Mr. Counter informed Commissioner Nugent maintenance will look to ensure the cover is kept closed.

IX. Executive Session

The Board went into executive session at 8:29 a.m. The Board came out of executive session at 8:54 a.m.

X. Action on Executive Session Issues

None

XI. Adjourn Meeting

As there was no other business to come before the Board, Chairperson Paine called for a motion to adjourn the meeting. Vice Chairperson O'Connor made the motion. Commissioner Orio seconded. Meeting adjourned at 8:54 a.m.

Attest: _____
 John P. Counter
 Executive Director / Secretary