

The Regular meeting of the Board of the SAVIN ROCK COMMUNITIES (SRC) was held
on
February 23, 2021 via Teleconference.

Chairperson Paine called the meeting to order at 8:01 a.m.

In attendance via Teleconference were: Chairperson Paine, Vice Chairperson O'Connor, Commissioner Nugent, Commissioner Orio and Commissioner Burns. Also, in attendance were Savin Rock Communities Executive Director John Counter, Attorney Karen Kravetz of Susman, Duffy and Segaloff and Maureen Lillis, Director of Public Health for the city of West Haven. Jessie Fennell and Bin (Tony) Wang and Meagan Golde of Savin Rock Communities were also in attendance.

Absent and Excused: None

I. Motion to Suspend Meeting

Chairperson Paine called for a motion to suspend the Agenda at 8:03 a.m. for an update on COVID from Maureen Lillis, Director of Health for the city of West Haven. Vice Chair O'Connor made the motion. Seconded by Commissioner Orio. Motioned carried unanimously. The meeting reconvened at 8:18 a.m.

II. Approval of the Minutes

Chairperson Paine called for a motion to approve the minutes of the December 29, 2020 Regular meeting and the January 13, 2021 Public Hearing and Annual meeting. Vice Chair O'Connor made the motion. Seconded by Commissioner Orio. Motion carried unanimously.

III. Election of Officers

Chairperson Paine called for a motion to move that the Board nominate the following officers of Savin Rock Communities:

Rosemarie Paine for the position of Chairperson. Vice Chairperson O'Connor made the nomination. Commissioner Orio seconded the nomination. Chairperson Paine accepted the nomination.

John O'Connor for the position of Vice Chairperson. Chairperson Paine made the nomination. Commissioner Orio seconded the nomination. Vice Chairperson O'Connor accepted the nomination.

Wayne Orio for the position of Treasurer. Chairperson Paine made the nomination. Commissioner O'Connor seconded the nomination. Commissioner Orio accepted the nomination.

Chairperson Paine opened the floor for nominations for additional candidates. Hearing none, Chairperson Paine called for a motion to close the nominations and accept the slate as presented. Vice Chairperson O'Connor made the motion. Seconded by Commissioner Burns. Motion carried unanimously.

IV. Committee Reports

1. Finance Committee

Mr. Counter provided the Board with a copy of the finance report through January 31, 2021 and gave the Board a summary of the operating budget; income and expenses.

Commissioner Orio inquired about expenses higher than budget listed on the financial report. Mr. Counter and Mr. Wang informed the Board this is due to the new section 8 vouchers issued for Surfside. The expense is rent payment made to section 8 landlords and are recovered

from HUD subsidy funds to SRC.

Vice Chair O'Connor inquired about payment made to a vendor. Mr. Counter explained this expense was due to damage caused by a tenant who was smoking in the building, and the expense will be recovered from property insurance coverage.

2. Personnel Committee

3. Development Committee
Executive Session

V. **Executive Director Report**

Mr. Counter provided the Board with an update on lease up rates for the Section 8 Program and the Public Housing Management Indicators for unit turnover, work orders (all within HUD standard requirements) and rent collection.

Mr. Counter addressed inquiries from Board members on maintenance staff modified schedule due to Covid. The current schedule allows maintenance staff to work full time; onsite in the early morning, on call availability all day and continuing to complete unit turnovers and work orders and proper sanitization. Director of Asset Management, Meagan Golde also informed the Board that all activities related to tenant activity with rent collection and recertifications are completed timely maintaining safety for staff and residents by completing these activities via phone and drop boxes.

Chairperson Paine recognized and thanked the SRC staff in their dedication and consistency with all of the work they do.

VI. **Legal Counsel**

VII. **Unfinished Business**

VIII. **New Business**

IX. **Executive Session**

The Board went into executive session at 8:45 a.m. The Board came out of executive session at 9:05 a.m.

X. **Action on Executive Session Issues**

XI. **Adjourn Meeting**

As there was no other business to come before the Board, Chairperson Paine called for a motion to adjourn the meeting. Commissioner Orio made the motion. Vice Chair O'Connor seconded. Meeting adjourned at 9:09 a.m.

Attest: _____
John P. Counter
Executive Director / Secretary