

Minutes of Special Meeting on February 14, 2012
Tuesday – TIME: 7:30 P.M.

- 1. Roll Call:** Chairman Folker called the meeting to order at 7:30pm. Commissioners Dennis Poitras, Randy Weidig and Linda Yanke were present. Commissioner Galipeau was excused. Public present: Sandy Cady, Dorothy Paquette, Gabe Winston, Irma Kuchinsky, Eleanor Geiling, Doris Hand, Patricia Boutin, Gerry Simons, and Louise Terenzio.
- 2. Minutes:** The Minutes of the Annual Meeting of January 17, 2011 were reviewed. A motion to accept the Minutes was presented by Chairman Folker. Commissioner Yanke moved first, Commissioner Poitras seconded the motion.
- 3. Election of Officers:** The following Commissioners were selected to fill the Officer positions of the Ashford Housing Authority.

 - a.) Chairperson: Commissioner Brian Folker
 - b.) Assistant Chairperson: Commissioner Dennis Poitras
 - c.) Treasurer: Commissioner Linda Yanke
 - d.) Assistant Treasurer: Commissioner Randy Weidig
 - e.) Tenant Commissioner: Commissioner Terry Galipeau

Commissioner Yanke moved to accept the nominees as presented by the board, Commissioner Poitras seconded and the motion carried.
- 4. Director's Report:** Director Miller stated that the process for a rental increase will begin. A notification letter to the tenants will be sent later this month and a meeting with the tenants to discuss the rental increase will be scheduled for March 26, 2012.
- 5. Public to be heard:** A few tenants expressed concern regarding the proposed increase in rent. Director Miller stated that we are in the early stages of the process and all tenants will have the opportunity to state their concerns or ask questions at the meeting in March.
- 6. Financial Report:** Chairman Folker made the motion to approve the financial report for February. Commissioner Poitras moved first, Commissioner Weidig seconded the motion and the motion was approved. Director Miller distributed the Quarterly Financial Report for review.
- 7. Correspondence:** Director Miller stated that Department of Economic and Community Development (DECD) has changed the Administrative Oversight Charge from five (\$5) to Zero (\$0) per unit per month effective January 1, 2012. The money in that account will be moved to the Provision for Repairs, Maintenance and Replacement Account per DECD.

- 8. Business:** Chairman Folker proposed to amend Section 1 of Article IV of the By-Laws of the Housing Authority of the Town of Ashford. The amendment will change the meeting from the third Tuesday of the month to the second Tuesday of the month. The rest of the Section 1 will remain the same. Commissioner Poitras moved first, Commissioner Yanke seconded the motion and the motion passed unanimously.
- 9. Adjournment:** Motion to adjourn by Chairman Folker at 7:50 p.m. Commissioner Weidig motioned first, Commissioner Poitras seconded and the motion carried.

Submitted:

Jessica Miller