

ANNUAL MEETING

Present: Donald Miller, Frances Maynard, Lynn McLeod, Hilda Blade, Marshall Atwater, Lois Pabst Pat Woods, 23 tenants and Tolland High School student, Jeff Wagner.

Inspection of apartments was done prior to the annual dinner and apartment check lists were used. Most of the apartments were found to be in good condition with a few that needed some attention in repairs, replacements and painting. P. Woods and C. Pierce will go over the checklists and take care of the necessary repairs.

The meal of lasagna, tossed salad, bread, lemonade, ice tea and coffee was prepared by Willington Pizza and was excellent. Commissioners' L. McLeod, F. Maynard and Executive Director, P. Woods prepared desserts. Everyone enjoyed the meal.

The Annual meeting was called to order by Chairperson, D. Miller, at 6:20 pm.

The Annual Report for the fiscal year July 1, 2009 to June 30, 2010 was read and accepted.

The Annual Treasurer's report for fiscal year July 1, 2009 to June 30, 2010 was read by P. Woods and is as follows: Rents received - \$114,721.50, Laundry Receipts - \$612.12, interest received - \$376.54, Rental Assistance Payments - \$816.00, Insurance Refunds - \$2,263.00, Resident Services Coordinator Payment -\$7,673.00, total income - \$126,262.16, Expenses - \$130,133.47, Reserve/Capitol Improvement Fund - \$9,034.00.00 for a loss of \$3,871.11.

Chairperson, D. Miller asked if any tenant had questions or suggestions to present to the Board, and no one had any questions.

The regular monthly meeting was held after dinner. The Secretary's report for May 19, 2010, was read, and corrected to include F. Maynard as present for the meeting. R. Maynard moved to accept the report, H. Blade seconded, passed. The treasurer's report for May 30, 2011, was as follows: rents collected - \$9,654.00, expenses - \$6,917.77, for a total checking account balance of \$23,039.86, Rockville Bank Money Market - \$9,206.36 and Rockville Bank CD - \$35,685.27, F. Maynard moved to accept the treasurer's report, H. Blade seconded, passed.

Old Business

The next available person to fill vacant apartment #9 on the waiting list was discussed. P. Woods was instructed to call the next person on the list to fill the apartment.

The quote from Scotts' Floor Installations for the flooring replacement for the Community Room was discussed. L. McLeod moved to have Scotts' Floor Installations replace the carpet with vinyl tile including the kitchen, bathroom and laundry room, H. Blade seconded, passed. It was stated that the walls and ceiling in Community Room should be painted.

The quote from Brett Jones Plumbing for installing shower replacements in some apartments was discussed. P. Woods was instructed to check into grant funds that may be available for this purpose.

The office needs a new copy machine. M. Atwater reported that the Canon copy machine from Staples would satisfy the needs of the Housing Authority. F. Maynard moved to purchase the Canon copy machine, L. McLeod seconded, passed.

New Business

The Resident Services Coordinator report was read and the following items were mentioned: 1. DECD quarterly report was submitted, 2. Renters Rebate applications are in the process of being completed. 3. Tenants have been notified that they will no longer be eligible for ConnPACE but because most tenants have the Medicare Savings Program, the RSC did not foresee any major problems for the individuals and 4. A Meet and Greet for a new resident was held on May 10th.

Two new applications were reviewed, and M. Atwater moved to accept the applications and place the names on the single-unit waiting list, H. Blade seconded passed.

F. Maynard's appointment for another 5-year term on the Board of Commissioners was presented to the Town Council, and she was notified by the Town Council that she was accepted. F. Maynard's renewal oath of office will be administered by the Town Clerk.

Election of officers was held and the following names were presented:

- Chairperson - Donald Miller
- Vice Chairperson - Carolyn McLeod
- Secretary - Frances Maynard
- Treasurer - Marshall Atwater
- Assistant Treasurer - Hilda Blade

The Secretary moved to cast one ballot for the slate of officers as presented, seconded, passed.

Correspondence - None

The meeting was adjourned at 7:20 pm.

Respectfully submitted,

Frances Maynard
Secretary