

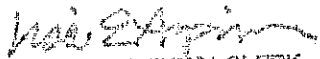
BRANFORD HOUSING AUTHORITY

MINUTES- November 21, 2023 – 4pm

Location - Parkside II - Community Room,
3 Block Island Road, Branford

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BRANFORD TOWN CLERK

1. **Call to Order** - The meeting was called to order at 4:00 pm

2. **Attendance** - BHA Board Commissioners: Kate Collins, Dawn Lynch, Andy Wight, Jerry Mastrangelo, Beacon Management: Elly Nunez, John Elliott, Jen Foito, Todd Floria

3. **Review of Minutes** - The minutes of October 17, 2023, were reviewed. Andy Wight made a motion to approve, and Dawn Lynch seconded. The minutes were approved by all.

4. **Financial Report** – Kate Collins reported that she gave Beacon Finance Dept authorization to use Mahoney, Sabol CPA firm to do the audits for Years Ending 2022 and 2023. She also said Board members had worked with Beacon Management and had arrived at a balanced budget for YE 2024. That budget and a meeting calendar were submitted to the Board for approval.

A motion to approve the Parkside II operating budget was made by Andy Wight and Seconded by Dawn Lynch. It was approved by all. A motion to approve the 2024 meeting dates calendar was made by Dawn Lynch and seconded by Kate Collins and approved by all.

5. **Management Report-** Jen Foito presented the report. 33 work orders were completed up to 11/20. A landscaper has been secured. Jen has been working with residents on rent payment plans. Vacant unit A5 has been filled and work has begun on C31. Staff have been working to purchase appliances covered by a Grant secured by our State Representative Robin Comey. A nurse from Infinity Home Health will be here the first week in December, presenting opportunities for saving money on medications. There will be a Christmas Lunch on Dec 11th at noon.

6. **Resident Issues** –Dawn Lynch reported that CHFA has approved funds for repair of the Fire Alarm System and the Main Water Shut-off valve. She also had copies of the 2024 meeting calendar to hand out to residents. And she wished everyone a Happy Thanksgiving.

7. **Business**—Andy Wight reported that funds for the new Fire Alarm System and apartment water shutoff valves will be deposited this week and work can begin immediately thereafter. Grant Funds for the energy efficient appliances replacements will also be deposited next week so Jen and Todd can arrange for the delivery from Hallocks. We all owe Jen great thanks for negotiating excellent unit prices with Hallocks.

Next on our list of maintenance concerns are the Lifts and second floor walkways. Our contracted consultants are finishing specifications and cost estimates for these which we will send to CHFA with requests for funding.

8. **The meeting was adjourned at 4:17 pm**