



NORWICH HOUSING AUTHORITY

10 Westwood Park
Norwich, CT 06360

(860) 887-1605
FAX: (860) 889-3139

**NORWICH HOUSING AUTHORITY
REGULAR BOARD MEETING
WESTWOOD PARK COMMUNITY ROOM
10 WESTWOOD PARK, NORWICH
FEBRUARY 10, 2016
4:30 PM**

- I. Roll Call
- II. Minutes
 - A. Regular Meeting, January 13, 2016.
- III. Communications
 - A. Federal Low Income Public Housing Operating Budget for Fiscal Year 2017 (April 1, 2016 – March 31, 2017).
 - B. Recommendation letter from David Holmes, Capital Studio Architects, regarding the JFK I Roof Replacement Project. (To be distributed.)
 - C. Memo dated February 4, 2016 from Charles C. Whitty, Executive Director, regarding replacement of the main office and maintenance office telephone systems.
 - D. Memo dated February 4, 2016 from Charles C. Whitty, Executive Director, regarding replacement of two (2) maintenance vehicles.
- IV. Committee Reports
 - A. Homeownership Committee
 - B. Rent Review Committee

- V. Report of the Executive Director
 - A. Bills – January 2016.
 - B. Vacancy Report - February 1, 2016.
 - C. Modernization Report.
 - D. Section 8 Voucher Portfolio Report for February 1, 2016.
 - E. Other Items.

- VI. Unfinished Business

- VII. New Business
 - A. Motion authorizing the Executive Director to go to bid for two (2) vehicles as proposed by the maintenance Supervisor.
 - B. Resolution R-16-02-1266 to contract with Employee Assistance Program Services with Behavioral Health Connecticut, LLC d/b/a Solutions EAP.
 - C. Resolution R-16-02-1267 to adopt the Federal Low Income Housing Program Operating Budget for FY 2017 (April 1, 2016 - March 31, 2017).
 - D. Resolution R-16-02-1268 to award the Sunset Park Roof Replacement Project – Phase I. (To be distributed.)
 - E. Resolution R-16-02-1269 to contract with EBS Econotel Business Systems, Inc. for a new phone system for the main office and maintenance office.
 - F. Resolution R-16-02-1270 to approve the revised job description for the Assistant Section 8 Coordinator.
 - G. Resolution R-16-02-1271 regarding a pay increase for the Assistant Section 8 Coordinator.
 - H. Resolution R-16-02-1272 regarding a salary increase for the Deputy Executive Director / Finance Director.
 - I. Resolution R-16-02-1273 regarding a salary increase for the Executive Director.
 - J. Commission Members
 - K. Community Portion of Meeting
 - L. Other

- VIII. Executive Session

- IX. Adjournment