

**Brooklyn Housing Authority**  
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**Brooklyn Housing Authority – Minutes for Wednesday, January 20, 2016**  
**10:00am at the Brooklyn Community Center**

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**1) Roll Call** – Bruce Parsons called the meeting to order at 10:12am.

**Members Present:**

Chairman	Bruce Parsons
Vice Chairman	Paul Phaiah
Treasurer	Aida Bissonnette

**Others Present:**

PHA Executive Director	Kathy Carter
PHA Business Manager	Sarah Shoppe
PHA Property Manager	Linda Laflamme
First Selectman	Rick Ives
	Ken Dykstra (10:22am)

**2) Reading and Approval of minutes:** Aida Bissonnette made a motion to accept the minutes from October 7, 2015. Paul Phaiah seconded the motion. No discussion. Motion passed.

**3) Elect Officers:** Aida Bissonnette made a motion to leave the slate as is. Paul Phaiah seconded the motion. No discussion. Motion passed.

**4) Review Report from Peter Battles:** Sarah Shoppe reviewed the progress report of Tiffany Place that Peter Battles sent to the committee. Peter Battles wrote that the total development budget is now \$4,426,672 and for funding there is \$800,000 that was already received in HTCC and \$500,000 in HTCC that is about to be applied for. Peter Battles wrote that the DOH has approved the SSHP grant of \$2,046,672, but numerous DOH/CHFA bonding requests have been held back until 2016 because of the annual bonding cap for 2015 was reached, causing him to not know when Tiffany Place will be put on the Bond Commission agenda. He also reported that ECHO received only two bids, which were rejected because they came in over the committed funding total. ECHO will be sending out new bids, once the appropriate funds are raised. The CHFA required additional testing for hazardous materials and the testing has been completed. The test revealed that asbestos and PCB in old exterior door caulking that was not removed during the 1980s renovations. A bid is being put together to remove the asbestos. The CHFA now wants an exterior lighting plan and a play area plan.

- Bruce Parsons is looking into CBDG funding under Small Cities.
- The committee also reviewed the Tiffany Place HTCC Account Transaction Details.
  - Rick Ives asked if the insurance included vandalism. The committee is not sure so Sarah Shoppe and Rick Ives will double check the policy.
- Bruce Parsons wants to look into using LED lighting for the whole project. He is going to see if Eversource has any programs to help the project. Rick Ives will send the committee the Town's contact with Eversource.

- Aida Bissonnette made a motion to accept the write offs for the Upper Village for \$3,021.48. Paul Phaiah seconded the motion. No discussion. Motion passed.
- The meetings for the 2016 year are:
  - January 20, 2016
  - March 16, 2016
  - May 18, 2016
  - July 20, 2016
  - September 21, 2016
  - November 16, 2016

**5) Adjournment:** Aida Bissonnette made a motion at 10:26am to adjourn the meeting. Paul Phaiah seconded the motion. No discussion. Motion passed.