

**Brooklyn Housing Authority Meeting Minutes** Wednesday,  
January 17, 2024 at 10:00am Clifford B. Green Building

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**1. Roll Call** – Bruce Parsons called the meeting to order at 10:00am.

**Members Present:**

Chairman	Bruce Parsons
Vice Chairman	Sandra Brodeur
Member	Lisa Arends
Member	Anna Whalon Ramos

**Others Present:**

Property Manager	Sarah Schoope
Executive Director	
Habitat for Humanity	Sarah H. Lufleur
Recording Secretary	Lisa M. Lindia

**2.** Approved minutes from November 15, 2023. Motion to approve made by S. Brodeur.  
Seconded by L. Arends.

**3. Old Business:**

- A. Whalon-Ramos asked to table the Rental Cap Commission discussion until the February 21 2024, meeting.
- B. No update was given on status of Brooklyn Cares Community Center.
- C. TEEG Homelessness Charette – next meeting is 2/12/24 at 4:00 pm.

**4. New Business**

- A. Sarah Lefluer, Executive Director Habitat for Humanity of Eastern Connecticut spoke and explained how the program works.
  - There are two ways to locate properties. The 1<sup>st</sup> is to drive around old schools and parcels that the Town owns. The 2<sup>nd</sup> are Foreclosures.
  - Sandy Brodeur - asked where does your funding come from.
  - Sarah Lefluer – From low interest loans, fundraising, ARPA Funds, USDA Mortgages and Habitat also lends.
  - Habitat has 0% mortgage with no money down.
  - Volunteers and services are one of the most important things to save money on.
  - USDA Mortgages are currently 4 ¼ % - 4 ½ %
  - Currently there is no waitlist.

- Norwich & South are the majority of where we build.
  - Site acquisition is the 1<sup>st</sup> step, then volunteers.
  - 2023 built 9 homes / 2024 will sell 6 homes.
  - March and September are when applications are accepted.
    - o From Acceptance to Move In is 12-18 months.
    - o 250-300 hours of sweat equity is required depending on the number of adults in the household.
  - B.Parsons – Does Habitat provide any type of training for home ownership for these perspective buyers?
  - S.Lufluer - 16 employees in total at Habitat for Humanity. A volunteer is assigned to a family. Options of online or in person courses. A lot of experience is learned through sweat equity.
  - S.Brodeur – Asked does Habitat have to apply for Building and Zoning Permits?
  - S.Lufluer – No they can apply for a 830G or Deed Restrict the land, there are options. Some towns do not charge taxes. Also, Habitat can hold the mortgage.
    - o They have in the last 2 years: Rehabbed 2 homes and built 15-16 new construction homes.
- B. J. Voccio was unable to attend this meeting but hopes to attend a future meeting soon. It is hopeful that Kelly McDermott, former executive director for Wallingford Housing Authority can help reinvent Brooklyn's Housing Authority by possibly helping new homeowners to buy their first home or assisting Habitat in Brooklyn. A tentative meeting date has not been set.
- C. No update given regarding Hampton housing rehabilitation program.
- D. Meeting dates for 2024 had to be revised since the holiday Juneteenth fell on the third Wednesday in June. The June 19, 2024 meeting was canceled from the list of meetings that was previously posted. Meetings will be held monthly on the third Wednesday of each month at 10:00 am unless specified differently at the Clifford B. Green Building.

5. Public comment – none.

6. The motion to adjourn was made by L. Arends and seconded by S. Brodeur at 11:06 am. Next meeting will be February 21, 2024.

Respectfully submitted,  
 Lisa M. Lindia  
 Recording Secretary