The regular meeting of the Housing Authority of the Town of Simsbury, Connecticut was held on June 10, 2022. The meeting was called to order by Chairperson Cheryl Cook at 8:12 a.m. In attendance were, Commissioners Oliver Dickens, Deborah Clifford, Joyce McKusick, Executive Director Christine Winters, Housing Administrator, Lori Lubetkin and Consultant, Edward LaMontagne. Vice Chair Sandee Fleet and Board of Selectman liaison, Amber Abbuhl were excused.

PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was recited.

PUBLIC AUDIENCE
No one from the public attended this meeting.

New Housing Administrator
Lori Lubetkin was introduced to the members of the Board. All welcomed her to the Housing Authority.

MINUTES OF THE PREVIOUS MEETING
The minutes of the May 13, 2022 Regular Meeting were reviewed by the Board. Commissioner Cook made a motion to accept the minutes, seconded by Commissioner McKusick. All voted in favor, motion carried.

BOARD OF SELECTMAN LIAISON REPORT
No report given.

EXECUTIVE DIRECTOR’S REPORT
The Executive Director gave an update on the vacancies, resident activities, COVID, and the FY21 Audit. A person was hired for the position of Housing Administrator; unfortunately, they have been out sick this week. With the help of consultant Edward LaMontagne, we are performing daily tasks, and will begin training once the new Housing Administrator is up and running.

OCCUPANCY REPORT
The Housing Administrator provided an update on the vacancies. As of May 31st, there were four vacant units at the Dr. Owen L. Murphy Apartments. Ms. Winters informed the Board that she has an applicant who will be moving in this month.

As of May 31st, there were four vacant units at the Virginia Connolly Residence. Ms. Winters informed the Board that she had two applicants, who will be signing leases, however, there are two residents moving out in this month.

ESTABLISHING A 501(c)3
Vice Chair Cook mentioned that she had been seeking members who may be interested in becoming Board Members for our Non-Profit. They were looking for one more Board Member. Commissioner Clifford volunteered to become the third member.

COMMUNICATIONS
The Executive Director said that there were no communications received.
NEW BUSINESS
There was no new business.

Other Business
There was a discussion regarding the July & August Board Meetings. It was decided not to have the July meeting and we will leave the August Meeting as scheduled for now.
There was discussion on the tour for the Board of Selectmen on Monday, June 13th. We discussed units to show at VCR and DOLMA and how many Board members would be attending.
The contract for our consultant, Edward LaMontagne was discussed to carry over into July as there are necessary tasks to be performed, but can only happen after July 1st of the new fiscal year. It would be limited in time.
Commissioner Dickens made a motion to accept seconded by Chairperson Cook. All voted in favor, motion carried.

ADJOURNMENT
There being no further business to discuss, a motion was made by Commissioner Dickens, seconded by Vice-Chair Fleet to adjourn the meeting. All voted in favor, motion carried. The meeting was adjourned at 9:05 a.m.

Respectfully Submitted by,

Christine Winters
Executive Director/Secretary