

Bethel Housing Authority

25 Reynolds Ridge

Bethel, Ct 06801

MINUTES OF SPECIAL MEETING

February 4, 2013

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TOWN OF BETHEL  
TOWN CLERK

Chairman Timothy Beeble called the meeting to order at 6:35 pm

Roll call

PRESENT: COMMISSIONER GAIL SLIFKIN AND COMMISSIONER HAROLD DALCHER. Collin Vice, Peter Olson and Konrad Vos were also present.

Motion by Hal Dalcher to go into executive session to discuss property acquisition: Peter Olson and Konrad Vos were invited to participate in the discussion. Motion Passed.

Motion to come out of executive session was passed. Session ended at 8:40

During the executive session, no votes were taken.

Regular session resumed at 8:41

Hal Dalcher made a motion that the Chairman be authorized to draft a letter of intent for the property acquisition. Motion Seconded by Chairman Beeble and passed. Gail Slifkin abstained.

Motion made by Hal Dalcher to adopt a resolution to enter into a contract with ADP for payroll services. Motion seconded by Gail Slifkin.

The executive director advised the board that the CHFA audit will result in some findings concerning the general ledger not being up to date as well as the disbursement journal. December's bank statement for 133 was not available. They reviewed several resident files and had some concerns about how some things were calculated and how someone was assigned to a unit. They also advised that we must get approval from CHFA to go out to bid to renovate the units. They encourage us to get Continued Occupancy Training as many things have changed. Also we must keep up our EIV certifications based on our policy. Others they spoke about would be made part of the audit.

Motion to adjourn at 9:20 pm made by Hal Dalcher and seconded by Gail Slifkin.