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OFFICE OF THE MANAGER

April 14, 2015

The Regular Meeting of the Housing Authority of the Town of Springfield was held at the Whitcomb Building at 8:00 A.M.

- (A) Roll Call: Present were Mr. Peter Andrews, Mr. Franklin Poole, and Mr. Gerald Mittica. Guest: Richard Cummings
- (B) Minutes: The minutes from the March 10, 2015 regular meeting were approved.
- (C) Financial Report: The financial report was approved as distributed.
- (D) Old Business:
 - (1) Ellis Building – The project continues to run well. We have one unit open, but have a good possibility for that unit. We will have another unit open in the next month or two as we are evicting a tenant for continued lease violations. The movie theater operators indicated that the theater has been doing nicely and continues to operate in the black.
 - (2) 90 Main Street – Steve Greene decided that he did not wish to sell 90 Main Street.
 - (3) Executive Director's Job Description – The Board reviewed the draft job description for the Executive Director. Peter will make the suggested changes and send to all Board members for final comments.
 - (4) Woolson Block – The appraisal for the Woolson Block has been received. Housing Vermont asked Bill to investigate the Town's zoning requirements and obtain needs data for the Youth in Transition program. Bill has started this process. Housing Vermont will order an environmental assessment on the property.
 - (5) Five-year Plan – The Board reviewed the updated draft of the new Five-year Plan that needs to be submitted to HUD by mid-July. Bill will meet with the tenants to get their input, then bring it back to the Board for a public hearing and final approval.
 - (6) Other Business – (a) No other old business was presented.

(E) New Business:

- (1) Request for Donations – Request from the Post Prom Committee was approved at \$100. The Board also approved a donation to the Apple Blossom Cotillion for \$250.

(2) RAD Application Update - The SHA received the Commitment to enter into Housing Assistance Payment Contracts (CHAPs) letter on 3/22/15. The advantages of moving to this program for the public housing units were discussed. Bill will continue to move forward and keep the Board informed.

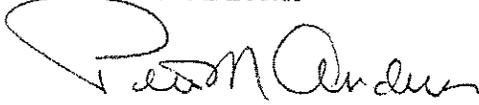
(3) Other Business – (a) Frank Poole told everyone that he will be resigning his position on the Board. Richard Cummings was introduced and will apply to the Town to fulfill Frank's term. (b) SHU plans to have the Westview Playground completed by mid-June. Bill will be sure the tenants are involved. (c) A motion was made by Gerry Mittica to approve the Section 8 payment standards as of 11/1/14. This motion was seconded by Frank Poole and passed by a unanimous voice vote. (d) No other new business was discussed.

(F) Adjournment: The meeting adjourned at 9:11 A.M. The next meeting will be held May 12, 2015 at the Huber Building.

Respectfully submitted,



William F. Morlock III
Secretary to the Board &
Executive Director



Peter Andrews
Chairman
Springfield Housing Authority