



THE NEW CANAAN HOUSING AUTHORITY
57 Millport Ave., New Canaan, CT 06840 Tel: 203-966-2408
Mailing Address: 101 Tresser Boulevard Stamford, CT 06901
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Charles Berman, Chairman

Commissioners

Scott Hobbs Kent Barker Donna Mills

Property Manager

Anne Q. McNamara

**New Canaan Housing Authority
Minutes of the Meeting of the Commissioners
Held on: December 16, 2009**

As permitted pursuant to the By-laws (“By-laws”) of the New Canaan Housing Authority, a public municipality (the “Authority”), a regular meeting of the Commissioners of the Authority was held on December 16, 2009, commencing at 5:30 P.M. at 57 Millport Ave., New Canaan, CT pursuant to notice properly provided in accordance with the By-laws of the Authority. The following Commissioners, constituting a quorum, were present at the meeting, and each Commissioner participated throughout: Chairman Charles H. Berman, Scott Hobbs, Kent Barker and Donna Mills. Also in attendance were David M. Panico, counsel to the Authority, Developer Bud Miller from the Arcon Group, Inc., Anne Cotton, who will be seeking Commissioner Appointment at 12/16/09 Town Council meeting, and Property Manager Anne Q. McNamara.

Mr. Berman presided at the meeting and Ms. McNamara kept the minutes for Mr. Cooke. The Minutes of the September 16, 2009 meeting of Commissioners were reviewed and approved. Chairman Berman updated commissioners on funding status for the Mill reconstruction project. The financial statements for September, October & November, 2009 were submitted & reviewed.

Ms. McNamara updated the Commissioners on:

- Tenant delinquencies;
- Vacancies (none);
- Operations and Expenditures
- Electric heaters/blowers are being replaced with energy-efficient electric baseboard heaters in all Millport units. This project is being funded by the \$41,022.00 ARRA (American Recovery and Reinvestment Act) grant awarded to the NCHA last March.
- Annual re-certifications completed for Millport.
- 5 Year Capital Needs Assessment conducted 12/16/09 at Millport.

Discussion re:

New Development plans, site plot, contract documents, budget, permits, transferring tenants, Hygenix survey.

Actions were taken on the following:

- Adoption of NCHA Procurement Policy with regards to ARRA Funding ONLY.
- Commissioner’s approval on forms submitted to HUD re ARRA funds.
- Re-distribution of NCHA Bylaws – updated 2009

The meeting was adjourned at 6:20 PM --- Meeting of the Limited Partnership called to order at 6:22 PM for the following purpose:

- Resolution of the NCHA re the Issuance & Sale of not exceeding \$4,000.00 The NCHA Multifamily Housing Revenue Bonds Series 2009; and
- Withdrawal as limited partner of NCHA Mill Apartments limited partnerships.

. Respectfully submitted, Anne Q. McNamara for Noel F. Cooke.