The Commissioner of the Housing Authority of the Town of Bloomfield met for a regular meeting on Monday, March 5, 2018, at Bloomfield Town Hall in Conference Room 2.

Present: Commissioner Berman, Commissioner Colman, Commissioner Politis and Tenant Commissioner Fernandez

Absent: N/A
Excused: Commissioner Elba Schulman

Managing Agent Present: Jermika Williams and Shelly McDougall

1. **Call to Order:** Commissioner Berman called the meeting to order at 7:07 pm.

2. **Minute Approval:** February 5, 2018 Regular Meeting.
   a. Motion to approve the minutes by Commissioner Berman. Seconded by Commissioner Colman. The motion passes unanimously, with Commissioner Politis abstaining.

3. **Financial Reports – January 2018**

   A. General Account Ledger
   B. Tenant Accounts Reports
   C. Budget to Actual
   D. Summary of Accounts
   E. Check Signing

4. **Consultant’s Report – March 2018**

   **Maintenance Items:**
   - 1194 Blue Hills Ave had an emergency roof and ceiling repair. REAC was notified that the repair has been made.

   **Financial Items:**
   - WHA is continuing to watch the spending trend closely each month.

   **Residential Items:**
   - 422 Park Ave back door was broken into. Received quote of $550 to repair.
   - Annual inspection of 5 properties on February 26, 2018 revealed most of the units were all in good shape. 9 Glenwood just needs some TLC.
• Managing Agent will perform the annual inspection on 3 Dale sometime during the month of March 2018.
• Special thanks to Chairman Berman, the car has been removed from 28 Daniel Blvd.
• 14 Taft- the number of people (11) will be living in unit

5. Old Business:

A. Smoke free policy packets distributed for review next meeting for implementation 7/1/2018.
B. The small claim $1200.00 for 3 Dale Ave will go out tomorrow.
C. Management Agreement discussion: WHA met last month to discuss the role of the new position from a part-time employee status to a full-time position and devoting to BHA as Program Administrator that process work orders and maintains compliance. The annual salary is $35,000.00. Training is required, Public Certification and travel. Jermika will set up training starting the week of March 18, 2018. WHA changes will take place May 1, 2018. Motion by Commissioner Colman to accept the WHA proposal and move forward as discussed. Seconded by Commissioner Berman. Unanimous decision. As part of the WHA terms of employment discussions, Commissioner Politis made a motion to pay the $2000.00 stipulation at end of employment 1st 6 months and if it ends prior, repayment is $600.00. Seconded by Commissioner Colman. Unanimous vote.
D. Still in search of a new property. Interested in looking for a reasonable quote from tag sale.

6. New Business:

A. Pet Policy: Service animals’ accommodation allowed. The board discusses to allow 1 dog (no pit bull) 2 cats and no reptiles.
B. Next resident meeting will discuss rental insurance.

Adjournment:
Commissioner Berman made a motion to adjourn the Bloomfield Housing Authority meeting at 7:40 p.m., seconded by Commissioner Colman and the meeting was adjourned.

Respectfully Submitted,
Ethnie Simpson
Recording Secretary