### **MINUTES**

### **Seymour Housing Authority**

COPY RECEIVED
DATE: 2/7/2018
TIME: 8:55 AM
TOWN CLERK'S OFFICE

### ≥ 983rd Meeting

The 983rd Meeting, a Regular meeting of the Seymour Housing Authority, was held on Wednesday, January 10, 2018 at the Smithfield Gardens Assisted Living Facility, in the Multipurpose Room Located at 26 Smith Street Seymour, Connecticut and was called to order at 5:39 P.M. by Chairperson White.

### ▶ Roll Call

Answering the Roll Call were Commissioners Bellucci, Horelick and White.

Also present was Secretary and Executive Director David Keyser.

### **Public Comment**

None

### > Previous Meeting Minutes

Chairperson White introduced the previous meeting minutes of the 981<sup>st</sup> Annual Meeting held on Wednesday December 6, 2017.

Commissioner Horelick motioned to accept the minutes as presented. Commissioner Bellucci seconded the motion. Chairperson White acknowledged the motion and its second and asked all in favor of the motion to vote aye. Voting aye were Commissioners Bellucci, Horelick and White. Chairperson White declared the motion carried.

Chairperson White introduced the previous meeting minutes of the 982<sup>nd</sup> Regular Meeting held on Wednesday December 6, 2017.

Commissioner Horelick motioned to accept the minutes as presented. Commissioner Bellucci seconded the motion. Chairperson White acknowledged the motion and its second and asked all in favor of the motion to vote aye. Voting aye were Commissioners Bellucci, Horelick and White, Chairperson White declared the motion carried.

### Bills & Communications

Commissioner White introduced the bills (See Exhibit I).

After consideration, review and questions relative to the bills listing, Commissioner Horelick motioned to approve the bills as presented and authorize payment of the bills.

### **MINUTES**

Commissioner Bellucci seconded the motion. Chairperson White acknowledged the motion and its second and asked all those in favor of the motion to signify by voting aye. Voting Aye were Commissioners Bellucci, Horelick and White. Chairperson White declared the motion carried and the Bills approved for payment.

### Executive Director's Report

See Exhibit II

### Old Business

None

### > New Business

Chairperson White introduced the 2018 Flat Rent Increase. (See Exhibit III)

The Executive Director explained that in accordance with HUD Regulation, the amount set for Flat Rent in a subsidized dwelling must be set at 80% of Area Fair Market Rent. He described that the posted Fair Market Rents are \$913 for a zero bedroom Efficiency Apartment and \$1,063 for a one bedroom apartment. He stated the new Flat Rents would be \$730 for an Efficiency and \$850 for a One Bedroom.

Chairperson White introduced Resolution #415 concerning Board Approval to change the Base Rents for Rev. Callahan House CT035-000001 and Norman Ray House CT035-000002 adoption of Flat Rent for 2018.

Commissioner Horelick motioned to adopt Resolution #415 concerning Board Approval to change the Base Rents for Rev. Callahan House CT035-000001 and Norman Ray House CT035-000002 adoption of Flat Rent for 2018. Commissioner Bellucci seconded the motion.

Chairperson White acknowledged the motion and its second and asked for a Roll Call Vote which was recorded as follows:

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	Iorel	2 S C 11 S C 11	15.45° 15.43°	•	X		510			. 75 - 46	<b>夕服</b> し テ版	1
٧	Vhite		25 mil. 305 mil.		X		ANT TALLY					野り食

Chairperson White declared the motion carried and Resultion #415 duly adopted.

### **MINUTES**

- Executive Session
  None
- > Any Other Business

None

### Adjournment

Chairperson White asked for a motion to adjourn the 983<sup>rd</sup> meeting of the Seymour Housing Authority. At 5:59 P.M. Commissioner Belucci motioned to adjourn the 983rd Meeting of the Seymour Housing Authority. Commissioner Horelick seconded the motion. Chairperson White acknowledged the motion and its second and asked all those in favor by voting aye. Voting aye were Commissioners Bellucci, Horelick and White. Chairperson White declared the motion carried and the 983rd Meeting, a Special Meeting, adjourned.

Submitted by:

David J. Keyser, Secretary and Executive Director

### Seymour Housing Authority **Vendor Accounting Cash Payment/Receipt Register**

### **Revolving Fund**

Filter Ciffens Includes: 1) Project: Revolving Fund, 2) Payment Date: 12/1/2017 to 12/31/2017, 3) Financial Period; December 2017, 4) Payments Over: All, 6) Check Numbers; All, 6) Cleared Period; All, 7) Check Status: All, 6) Payment Status: All, 9) Show Payments: Yes, 10) Show Deposits: Yes, 11) Order By: Payment/Receipt Number

Bank: Naugatuck Valley Savings & Loan, Bank Account: 0815014177, GL Account: 1000

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Doc Num	Payment Date	<u>Volded</u>	Dog	Document Recipient	Document Description	Cinecad	Amount	Ž.
25	12/07/2017	No 2	DD	SHA PAYROLL	Payroll #25	Yes	\$26,260.17	Ť
28	12/21/2017	No 🌯	СНК	SHA PAYROLL	Payroll #26	Yes	\$29,544.53	1
9833	12/01/2017	No 🖁	CHK	Aelna	Coverage Period 12012017 -123120	Yes	\$4,882.97	1
9834	12/01/2017	No	CHK	Affac Attn: Remittance Processing	October 2017 Expense Acot# DHF8	Yes	<b>\$72</b> 5.72	h
9835	12/01/2017	No	СНК	AIG	Workers Comp Insurance - Decemb	Yes	\$2,934.00	
9836	12/01/2017	No	CHK	Anthem Dental	December 2017 Expanse	Yes	\$824.16	Mi
9837	12/01/2017	No	CHK	Connecticut Housing Finance Aut	November Payment Proj.# 96089D	Y68	\$462.02	4
9838	12/01/2017	No	CHK	Lincoln National Life Insurance C	December 2017 Life insurance Expe	Yes	\$430.73	1
9839	12/01/2017	Yes	CHK	St. Treasurer For Merlund	MERF - 11-2017	Yes	\$6,065.83	1
9841	12/07/2017	No	CHK	Radovich Builders, LLP	All work associated with water dama	No	\$7,150.00	1
9842	12/07/2017	No 🎚	CHK	Radovich Builders, LLP	work order 40726. Removed and ins	Y05	\$15,489.75	
9843	12/14/2017	No	CHK	Advance Communications Inc	September 2017 - After hour answer	Yes	\$504.70	
9844	12/14/2017	Yes	CHK	Aegis Energy Services, Inc.	4th Payement	Yes	\$6,044.67	
9844	12/15/2017	No	VD.	Aegis Energy Services, Inc.	Distribution of payment in the next c	Yes	(\$6,044.67)	ł
9845	12/14/2017	No	CHK	AIG	Workers Comp Insurance - January	<b>■Yes</b>	\$7,419.00	
9846	12/14/2017	No	CHK	Allen's Plumbing Supply	Tollet Supplies - MR	Yes	\$298,15	Ŋ
9847	12/14/2017	No	CHK	American Express	Acct#6-35007	Yes	\$871.74	
9848	12/14/2017	■ No	CHK	American Rooter LLC	Work order#40779 - Snaked bathroo	Yes	\$505.50	ļ
9849	12/14/2017	Yes	СНК	Apicelia, Testa & Company, P.C.	September Expense 2017 - Client#2	Yes	\$2,860.00	11 21
9849	12/15/2017	No	VD	Apicella, Testa & Company, P.C.	Will pay in next cycle	Yes	(\$2,860.00)	Ä
9850	12/14/2017	_	CHK	Aquarion Waler Company	Acct#200086423	Yes	\$961,88	W
9851	12/14/2017	No	CHK	Aquarion Water Company	Acct#200086434	Yas	\$541.87	i
9852	12/14/2017	No	CHK	Aquation Water Company	Acc#200336476	Yes	\$14.98	
9853	12/14/2017	A No	CHK	Banner Group Systems Inc.	Sepl's Expense	Yes	\$819.20	V
9854	12/14/2017	l No	CHK	Bloxam Enterprises, LLC	Steam clean carpet 3d	No	\$175.00	
9855	12/14/2017	No	CHK	Buddy's Fuel, LLC	Work order#40858 - Replaced broke	Yes	\$3,213.00	¥.
9856	12/14/2017	No No	CHK	Callahan House Tenants Associat	October 2017 Expenses	No	\$50.00	ij.
9857	12/14/2017	No .	CHK	Calvert Sale & Lock Ltd.	3 Keylor 3R	Yes	\$12.60	j
9858	12/14/2017	No 🖁	CHK	Cbs Bloom's Business Systems	Contract coverage charge - 0620201	Yes	\$350.57	1:
9859	12/14/2017	No	CHK	Chemsearch	Red streak	Yes	\$237.35	i
9860	12/14/2017	No	CHK	Colonial Business Forms	Regular Envelopes - JOS #12021	Yes	\$575,23	1
9861	12/14/2017	No	CHK	Concast	Internet - Callahan	No	\$1,362.78	
9862	12/14/2017	No	CHK	Comcast	877402160174468 11/08/17	No	\$92.27	
9863	12/14/2017	No.	CHK	Comcast	Work order#8773.40.216.0178014	Yes	\$416.40	H
9864	12/14/2017	No	CHK	Comcast	TVRH	Yes	\$696.27	
9865	12/14/2017	No	CHK	Connecticut Housing Finance Aut	chia payment	Yes	\$924.04	
9866	12/14/2017	No	CHK	Creative Financial Staffing	Allen, Mary Ann - Week ending, 110	Yes	\$4,696.25	1
9867	12/14/2017	No	CHK	Cumulus Bridgeport - CT	Advertisement	Yes	\$545.00	fi / a
9868	12/14/2017	No	CHK	Daddio's New Auto Parts, Inc	Battery for Truck	Yes	\$321.98	, j
9869	12/14/2017	No	CHK	David Keyser	Parking - Gary Blow's Court Date	No	\$134,95	- 2 5 a
9870	12/14/2017	. ⊪ No	CHK	Direct Energy	Cal gas -Nov 2017	No	\$4,930,64	
9871	12/14/2017	No	СНК	Donald W. Smith, Jr. P.E	Professional lawn and snow removel	No	\$1,785.00	8
9872	12/14/2017	No	CHK	Europa Enterprises, LLC	Repainted 3 G, Callahan House	Yes	\$620.00	K.
9873	12/14/2017	No:	СНК	Eversource	51457764090 -December	No	\$3,456.24	Ķ
9874	12/14/2017	No	СНК	Eversource	51645464017 - Decembel	No	\$332.95	Ş.
9875	12/14/2017	Yes	CHK	Eversource	Acct 57750480048	Yes	\$7,748.90	
9875	<b>12/18/2017</b>	No	VD	Eversource	to be paid in next ck cycle	Yes	(\$7,748.90)	
CO. uppersonate	200,416.00 To 100.00 To 10				9,748 (350cm) / 2	1.0		

## Mixing Authority Seymour Housing Authority

### Vendor Accounting Cash Payment/Receipt Register Revolving Fund

Filter Criteria Includes: 1) Project: Revolving Fund, 2) Payment Date: 12/1/2017 to 12/31/2017, 3) Financial Period: December 2017, 4) Payments Over. All, 5) Check Numbers: All, 6) Cleared Period: All, 7) Check Status: All, 8) Payment Status: All, 9) Show Payments: Yes, 10) Show Deposits: Yes, 11) Order Sy: Payment/Receipt Number

osled Payme		Bright port		ount: 0815014177, GL Account: 1			
Dog Num	Payment Date	Volded	Ivne	Cocument Recipient	Cocument Descriptor	Cleared	Amoun
9876	12/14/2017	No	CHK	Eversource	57750480048 12/4	No 🖺	\$1,559.37
9877	12/14/2017	No	СНК	Experian	September 2017 - TCTA - 6906070	Yes	\$363.20
9878	12/14/2017	Yes	CHK	F. Pepe Construction, Lic	17 & 27 Seymour Ave	Na	\$7,035,0
9878	12/15/2017	No	VD	F. Pepe Construction, Lic	Will pay with next pay cycle	No	(\$7,035.00
9879	12/14/2017	No	CHK	FEMA	Policy#2009901071	No	\$1,424.0
9880	12/14/2017	No	СНК	Ford Motor Credit Company	Acct#9366100 - Ford Transit Van	Yes	\$574.8
9881	12/14/2017	No	CHK	Friends Of Fur LLC	7 Seymour Ave	No	\$870.0
9882	12/14/2017	No	CHK	Frontier	Acct 2038845791231795	No	\$254.6
9883	12/14/2017	No	CHK	Frantler	20388101150211945 11/29/17	No	\$85.9
9884	12/14/2017	No	СНК	Gregory Stamos	September 2017 Expense - Retainer	No	\$5,502.5
9885	12/14/2017	No	CHK	Griffin Hospital Occupational Medi	Tox Screen	No	\$130.0
9886	12/14/2017	No	CHK	HD Supply	Smoke Detector - MR	Yes	\$2,202.4
9887	12/14/2017	No	CHK	Home Depat Credit Services	Maintenance Supplies - MR	Yes	\$807.7
988B	12/14/2017	No	CHK	Housing And Development Law In		No 💮	<b>5495.</b> 0
9889	12/14/2017	No	СНК	Hungerfords Pump Service	Preventive Maintenance	Yes	\$225.0
9890	12/14/2017	No	СНК	Kone inc	Maintenance coverage - 09,01.2017	Yes	\$1,367,4
9891	12/14/2017	l No	CHK	M. J. Daly, LLC	Emergency calls	Yes	\$1,391.6
9892	12/14/2017	Yes	CHK	Management Computer Services I	September 2017 Portion	Yes	\$2,904.0
9892	12/15/2017	No	VD .	Management Compuler Services I	2010年 (大海道)10年 (1911年 - 1913年   1911年   1917年   1917年	Yes	(\$2,904.0
9893	12/14/2017	No	CHK	Network Synergy Systems Integra		Yes	\$936.0
9894	12/14/2017	No	СНК	Norman Ray Tenant Association	October 2017 Expenses	No	\$50.0
9895	12/14/2017	No -	СНК	Oxford Lumber & Building Materia	MATERIA - SALARE - SALA	Yes	\$289.5
9896	12/14/2017	No	CHK	Peter E. Karpovich,	SHA vd. Barton; Service Summons	Yes	\$1,024.5
9897	12/14/2017	No	снк	Pitney Bowes Global Financial Se		No	\$327.9
9898	12/14/2017	No	СНК	Pleasant Point Partners	First 36" Executive Console	No	\$55.0
9899	12/14/2017	No	СНК	Precision Glass LLC	Repair screen, 18 Chamberlin Road	No	\$40.0
9900	12/14/2017	No	CHK	Proforma	(lem#9379-5S	Yes	\$100.
9901	12/14/2017	No	CHK	Purchase Power	Acct#8000-9090-0768-8851	No	\$1,520.
9902	12/14/2017	Yes	CHK	Radovich Builders, LLP	Work order#40695 - Replaced phon	Yes	\$7,083.
9902	12/15/2017	No	VD	Radovich Builders, LLP	will be pald next cycle	Yes	(\$7,083.5
9903	12/14/2017	No	СНК	Robert Leshin	Paint apt 26	Yes	\$1,400.0
9904	12/14/2017	No	CHK	Seymour Janitorial Services	Monthly serviche for RH	Yes	\$1,702.
9905	12/14/2017	Yes	CHK	Seymour Water Pollution Control	Seymour Water Pollution Control - 1	Yes	\$7.810.
9905	12/18/2017	No	VD	Seymour Water Pollution Control	Will pay in next cycle	Yes	(\$7,810.8
9906	12/14/2017	No.	CHK	Sherwin Williams	Paint supplies - RH and Call	Yes	\$802.
9907	12/14/2017	No	CHK	Smithfield Gardene Assisted Livin	SHA November 2017 Rental	Yes	\$8,708.
9908	12/14/2017	No	CHK	Sprint	December 2017 Service	No	<b>\$313.</b>
9909	12/14/2017	No	СНК	Ted's Lawn Care LLC	September 2017 Landscaping Servi	Yes	\$3,694.
9910	12/14/2017	. No	CHK	Theo Pro	File approvals October	No	\$22.
9911	12/14/2017	No	CHK	Valley Electric Supply Company	Electrical supplies	Yes	\$69.
9912	12/14/2017	No	СНК	Willis of New York, Inc.	Renewal Business Commercial Auto	No	\$5,181.
9913	12/14/2017	No.	CHK	Winter Bros Waste Systems	acct 02213890 December	Yes	\$3,161. \$459.
9914	12/14/2017	No.	CHK	Winter Bros Waste Systems	Refuse pickup - Nov 2017	Yes	\$1,267.I
9915	12/14/2017		CHK	Xerox Financial	Lease payment	184036	
7	- 179 · 名霍 英國 11 · 3	No No		Ferguson & McGuire/APS		No.	\$1,619. \$4,740
9916	12/18/2017	No Van	CHK	253600 VIV. 1 TVV 1	Public Official Liability Insurance ren	Yes	\$4,718.
9917	12/18/2017	Yes	CHK	Affac Attn: Remittance Processing		Yes	<b>\$333</b> .
9917	12/18/2017	No	VD.	Affac Attn: Remittance Processing	Printed twice	Yes	(\$333.9

### Minuter Exhibit Seymour Housing Authority Vendor Accounting Cash Payment/Receipt Register Revolving Fund

Filter Criteria Includes: 1) Project: Revolving Fund, 2) Payment Date: 12/1/2017 to 12/31/2017, 3) Financial Period: December 2017, 4) Payments Over, A3, 5) Check Numbers: All, 6) Cleared Period: All, 7) Check Status: All, 6) Payment Status: All, 9) Show Payments: Yes, 10) Show Deposits: Yes, 11) Order By: Payment/Receipt Number

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<u>Dod Num</u>	Payment Date	Volded	7)/De	Cocument Recipient	Occupient Description	Gleanad	Amount
9918	12/18/2017	Yes	СНК	F. Pepe Construction, Lic	17 & 27 Seymour Ave	Yes	\$450.00
9918	12/18/2017	No	VD	F. Pepe Construction, Lic	Printed twice	Yes	(\$450.00)
9919	12/18/2017	Yes	СНК	St. Treesurer For Merfund	MERF 11-2017	Yes	\$5,309.84
9919	12/18/2017	No	שםע 🗄	St. Treasurer For Merfund	printed twice	Yes	(\$5,309.84)
9920	12/18/2017	No	СНК	Allac Attn: Remittance Processing	December 2017 Expense Acct# DH	Yes	\$333.94
9921	12/18/2017	No	CHK	F. Pepe Construction, Lic	17 & 27 Seymour Ave	Yes	\$450.00
9922	12/18/2017	- No	CHK	St. Treesurer For Merfund	MERF 11-2017	Yes	\$5,309,84
9923	12/20/2017	No	CHK	Anthem Dental	Jenuery 2018 Expense	Yes	\$824.16
9924	12/20/2017	No -	CHK	Lincoln National Life Insurance C	January 2018 Life insurance Expens	No 🎚	\$430,73
9925	12/22/2017	No	CHK	Aetna	Coverage Period 01012017 -013120	Yes	\$4,882.97
9926	12/22/2017	No	CHK	Seymour Ambulance Association	In memory of Mable While	No	\$150,00
9927	12/28/2017	No	СНК	Jamie Pew	Tullion relimb	Yes	\$401.00
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# Seymour Housing Authority Vendor Accounting Cash Payment/Receipt Register Moderate Rental

Filter Criteria Includes: 1) Project: All, 2) Payment Date: 12/1/2017 to 12/31/2017, 3) Financial Period; December 2017, 4) Payments Over: All, 5) Check Numbers: All, 6) Cleared Period; All, 7) Check Status; All, 8) Payment Status; All, 9) Show Payments: Yes, 10) Show Deposits: Yes, 11) Order By: Payment/Receipt Number

Bank: TD Bai	nknorth, Bank Accou	nt: 12345,	GL Ac	count: 1111.2			
Posted Paymo	enta.			FMF-Court STATEMENT FMF-Court		- 2.79 - 3.10 - 1.10 - 1.10 - 1.10	
Dog Nitte	Paymeni Onle	Volded	Ivos	Dogument Recipient	Occument Description	Strange	Amount
1799	12/01/2017	No	CHK	Seymour Housing Authority	Reimburgement, for 12072017 Pays	Yes	\$6,000.00
1,800	12/07/2017	Yes	CHK	Saymour Housing Authority	Reimburgement to Revolving Fund -	Yes	\$22,639.75
1800	12/07/2017	No	VD	Seymour Housing Authority	The amount is not entirely - MR	Yes	(\$22,639.75)
1801	12/07/2017	No	CHK	Seymour Housing Authority	Reimbursement to Revolving Fund -	Yes	\$15,489.75
1802	12/15/2017	No	CHK	Seymour Housing Authority	Reimb revolving fund for 12/21 payr	Yes	\$6,460.00
1803	12/19/2017	No	CHK	Seymour Housing Authority	To reimb revolving fund for vendor p	Yes	\$28,000.00
1804	12/28/2017	No	СНК	Seymour Housing Authority	Relmb for payroll	Yes	\$5,500.00

## Seymour Housing Authority Vendor Accounting Cash Payment/Receipt Register Federal

Filter Criteria Includes: 1) Project: Ali, 2) Payment Date: 12/1/2017 to 12/31/2017, 3) Financial Period: December 2017, 4) Payments Over: Ali, 5) Check Numbers: Ali, 6) Cleared Period: Ali, 7) Check Status: Ali, 8) Payment Status: Ali, 9) Show Payments: Yes, 10) Show Deposits: Yes, 11) Order By: Payment/Receipt Number.

Bank; TD Bank	knorth, Bank Accou	ınt: 424-02	00579,	GL Account: 1111.4	· 李俊道:			
Posted Paymer	nls	T. A.				74127877 74137844		進し薬
Doc Num	Payment Date	Yokled	Type	Document Recipient	Document Centriolists	Cheaned		Amount
2043	12/01/2017	No	CHK	Seymour Housing Authority	Reimbursement for 12072017 Payr	No	\$8,	00.000
2044	12/04/2017	No	CHK	Boswell, John	December 2017 - Processing - Fing	No		\$10.00
2045	12/04/2017	No =	CHK	Treasurer, State of Connecticut	December 2017 - Processing - Fing	No		\$15.00
2046	12/05/2017	No	СНК	Buel Cpa, P.C.	Second payment audit contract 2017	Na	\$4,	,930.00
2047	12/05/2017	No	CHK	Callahan House Association	RSC Payment Advance for 1207201	No	<b>\$2</b>	,692.30
2048	12/07/2017	No	CHK	Saymour Housing Authority	Reimbursement to Revolving Fund -	No.	\$7.	,150.00
2050	12/15/2017	No	CHK	Seymour Housing Authority	Reimb revolving fund for 12/21/17	No	58	,566.00
314103	12/19/2017	Yes	CHK	Seymour Housing Authority	Reimb revolving fund for vendor py	No	\$48	00,000,
314103	<b>12/28/2</b> 017	No	VD	Seymour Housing Authority	diff of ck amt and invoice amt	No	(\$48,1	(00.000
314103	12/28/2017	No	CHK	Seymour Housing Authority	Raimb ravolving fund for vendor py	No 🌲	\$40	00.000
314104	12/21/2017	No	CHK	Callehan House Association	RSC payment advance for 12/21/17	No	\$2	692.30
314105	12/22/2017	No	CHK	Treasurer, State of Connecticut	Finger prints	No No		\$12.00
314105	12/28/2017	No	CHK	Saymour Housing Authority	to relimb for payroll	No	57	00.000

## Seymour Housing Authority Vendor Accounting Cash Payment/Receipt Register SHA Development Corporation

Filter Criteria Includes: 1) Project: SHA Development Corporation, 2) Payment Date: 12/1/2017 to (2/31/2017, 3) Financial Period: December 2017, 4) Payments Over, Ali, 5) Check Numbers: Ali, 6) Cleared Period: Ali, 7) Check Status: Ali, 8) Payment Status: Ali, 9) Show Payments: Yes, 10) Show Deposits: Yes, 11) Order By: Payment/Receipt Number

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Bank: TD Bankn	orth, Bank Account	: 12345, GL Ac	count: 1000					
Posted Payments							en e	1 2 1gg 1
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318	12/04/2017	No CHK	Leigh Henry Music	, LLC	2017 Xmas - Holiday C	Sathering '	Yes	\$350.00
319	12/20/2017	No CHK	David Keyser		Seymour housing auth	orlly offsite m '	Y65	\$179.63
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## Seymour Housing Authority Vendor Accounting Cash Payment/Receipt Register Smithfield Gardens

Filter Criteria Includes: 1) Project: 014 - Smithfield Gerdens Assisted Living, 2) Payment Date: 12/1/2017 to 12/31/2017, 3) Financial Period: December 2017, 4) Payments Over: All, 5) Check Numbers: All, 6) Cleared Period: All, 7) Check Status: All, 8) Payment Status: All, 9) Show Payments: Yes, 10) Show Deposite: Yes, 11) Order By: Payment/Receipt Number

Bank: Naugetuck Valley Savings & Loan, Bank Account: 615009087, GL Account: 1120

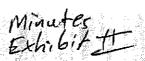
### Posted Payments

Que Hum	Payment Date	Voltled Type	Document Recipient	Document Description	Cleaned Amount
4635	12/01/2017	No CHK	Seymour Housing Authority	Reimbureement for 12072017 Payr	Yes \$10,000.00
4636	12/05/2017	No CHK	Seymour Housing Authority	Reimbursement for 12072017 - Payr	Yes \$3,185.36
4637	12/15/2017	No CHK	Sha Revolving Fund	To reimb SHA for 11/22/17 Vendor b	Yes \$10,983.74
4638	12/15/2017	No CHK	Seymour Housing Authority	To reimburse SEYHOU for 12/21 ps	Yes \$14,028.00
4639	12/19/2017	No CHK	Seymour Housing Authority	To reimb Revalving fund for vendor	Yes \$15,000.00
4840	12/20/2017	No CHK	Fitz Vogt & Associates, LTD	November 2017 Meals	Yes \$26,249.88
4641	12/28/2017	No CHK	Saymour Housing Authority	Reimb for payroll	Yes \$13,200.00

Minutes IL

# Housing Authority of the Town of Seymour

**Executive Director's Report** 



Section

### Occupancy

### Rev. Callahan House

### 2017 Year-to-Date Vacancies

Two apartments remained vacant at Callahan House during December 2017. Callahan House has experienced 273 vacancy days since January 1, 2017 and has averaged 22.75 turn around days per vacancy since January 1 2017. By using the HUD PHAS Management Operation formula to calculate vacancy percentage, vacancy day percentage would be calculated as follows: 80 units X 365 days = 29,200 days available; 273 days/ 29200 days available = 9349% percentage through December 31, 2017.

Beginning with July 1, 2011, HUD is using a new formula being applied to the Operating Subsidy calculation. HUD is allowing for 3% vacancy. Vacancy over the 3% will not be paid in subsidy. For example, Callahan House has: 80 units X 12 = 960 unit months available (UMA). 960 X 3% = 29 UMA or 348 days. For 2017 subsidy calculation, we used 203 days and have 145 days to use for the balance of the Subsidy year. For 2018 we used 154 vacancy days and 194 vacancy days to use for the balance of the Subsidy year.

CALLA	HAN HOUSE	THE COLUMNIA	<b>ACANCY/TURN</b>	IOVER DAYS	###
FEDER	RAUEUDERLY	A CHARLES	Vacancystum	over Days #2017	
	PRIOR		Non-	NEXT	No.
ÜNIT	RESIDENT	MOVE-OUT	RESIDENT	IN-DATE	Days
зм	Tuckett	1/30/2017	Ortiz	2/14/2017	1 15
16	Frano	2/14/2017	Lyons	3/2/2017	16
2U 📗	ОпеШ	3/31/2017	Hunte	5/2/2017	32
38	Hylwa	4/30/2017	Petersen	6/9/2017	40
3P.	Rich	6/14/2017	Rowe	6/20/2017	. 6
4G	Moen 🕮	6/20/2017	lacovelli 📗	6/29/2017	j 9
2N .	O'Dell	6/20/2017	Krouch	j 6/21/2017[	1
1C	Klonoski	7/12/2017	Reyes⊪ ⊪	8/10/2017	29
3R	Reyes	8/10/2017	Dellarocco	8/30/2017	20
2N	Krouch	11/1/2017	Platt	11/28/2017	28
3D	Najda	11/15/2017			46
2B	Furfaro	11/30/2017			31
	( J.				
					47,000
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] 	ar and A statement of the Annual Assessment of				William Mayand

Average number of vacancy days per vacancy

22.75

### **Norman Ray House**

### 2017 Year-to-Date Vacancies

Norman Ray House remained fully occupied during December 2017. Norman Ray House has experienced 52 vacancy days since January 1, 2017 and has averaged 13 turn around days per vacancy. By using the HUD PHAS Management Operation formula to calculate vacancy percentage, vacancy day percentage would be calculated as follows: 40 units X 365 days = 14600 days available; 52 days/ 14600 days available = 0.3562% percentage through December, 2017.

Beginning with July 1, 2011, HUD is using a new formula being applied to the Operating Subsidy calculation. HUD is allowing for 3% vacancy. Vacancy over the 3% will not be paid in subsidy. For example, Norman Ray House has: 40 units X 12 = 480 unit months available (UMA). 480 X 3% = 14 UMA or 168 days. For the 2016 subsidy calculation year, we had experienced 113 days and had 51 days to use for the balance of the subsidy year calculation (July 1, 2015 to June 30, 2016). For the 2017 subsidy calculation, we used 39 vacancy day and have 129 days left to use. For the 2018 subsidy calculation we used 52 days and have 116 days left to use.

A DESCRIPTION OF THE PARTY OF T			Son, Substitution.							i seperal
			HOUSE			VA	CANGY/I UR	NOVER DAYS	2017	
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	8		Leeney		9/13/2017		McNell	9/26/2017	( <u> </u>	1
	39	, .	Napolitan		10/2/2017		Simmonds	10/18/2017	l Arrest.	1
	26		Simmonds	isali, y	10/17/2017		Gillison	11/1/2017		1
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Minutes Exhibit IT

### **State Moderate Rental**

### 2017 Year-to-Date Vacancies

At Moderate Rental one move in and two move cuts during December 2017. Moderate Rental has experienced 306 vacancy days since January 1, 2017 and averaged 43.71 days per vacancy through December 31, 2017. By using the HUD PHAS Management Operation formula to calculate vacancy percentage, vacancy day percentage would be calculated as follows: 81 units X 365 days = 29,565 days available; 306 days/ 29565 days available = 1.035% percentages through December 31, 2017.

STATI	MOD	ERATE RENTA	<b>P</b>	THE PARTY	ACANCY/TURNO	/ER DAYS	2017
FAMIL	Y HOL	ISING			<b>第2196</b> 75万量	<b>发生</b> 表示 1	
in the second	Reco	PRIOR					N- O
UNIT	BATCHER WARRENCE OF	RESIDENT	ing part	MOVE-OUT	TENANT	NEXT IN IN-DATE	No Of Days
25C		Taylor		1/19/2017	Deberry	2/10/2017	22
30C	460	Reid	-	2/28/2017	Abreu Scheffer	3/22/2017	23
18.5C	2,	Boudreau		3/31/2017	Evans	10/21/2017	204
5B	470	Jovia	POTENSIA OTO I	5/31/2017	Najera	6/27/2017	27
155	2111	Evans		10/20/2017	Garcia	12/28/2017	111
6C	Sounsiane some	Veras	14.04	12/15/2017		grapa otok projemski	12 12116
28C	470	Garcia :	744	12/28/2017			
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Average number of vacancy days per vacancy: 43.71

We have experienced \$5,041 vacancy loss since January 1, 2017. We have budgeted \$5,000 for vacancy loss through December 31, 2017.

### **Smithfield Gardens**

### 2017 Year-to-Date Vacancies

Smithfield Gardens Assisted Living experienced 2 move outs during October 2017. Smithfield Gardens has experienced 771 vacancy days since January 1, 2017 and averaged 45.35 days per vacancy. By using a standardized Management Operation formula to calculate vacancy percentage, vacancy day percentage would be calculated as follows: 56 units X 365 days = 20,440 days available; 771 days/20,440 days available = 3.772% percentage through December 31, 2017.

SMITH ASSIST	_		RDENS		/ACANCY/TUR	NOVER DAYS	2017
the state of the s	THE RESERVE		PRIOR			NEXT	No Of
UNIT 19			RESIDENT	MOVE-OUT	TENANT	IN-DATE	Days
207	60%	985	Fowler	9/26/2016	Kubilius -	1/1/2017	F (30)
221	50%	825	Abamonte	11/17/2016	Nowak	1/27/2017	2
116	50%	825	Legge	12/16/2016	Stanley	3/3/2017	5
218	60%	985	Scarazzini	12/29/2016	Cohen	1/27/2017	2
111	50%	825	Watkins	2/17/2017	Smith	4/11/2017	5
102	60%	985	Wade	2/20/2017	Owens	5/17/2017	11 8
122	50%	825	Kinkel	5/26/2017	Brewer	7/2/2017	F   3
207	60%	985	Kubilius	6/16/2017	Zulpa	7/1/2017	
223	60%	985	Spadaccino 🚽	7/3/2017	Firkey	9/6/2017	6
106)	60%	985	Pond	7/28/2017	Leeney	9/9/2017	4
213	60%	985	Demanchyk i	8/2/2017	Dunnuck	9/9/2017	3
227	50%	825	Krueger	8/22/2017	Boland	9/22/2017	<b>1 13</b>
126	60%	985	DelPrincipe	10/6/2017	Jerome 🖖	12/15/2017	7
<b>22</b> 0)	60%	985	Milili	10/14/2017			7
127	60%	985	Greene	11/6/2017			14 4 2 5
208	60%	985	Kronick	11/21/2017			P 9 4
110	50%	825	Minuto	11/22/2017	The state of the s		3
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Average number of vacancy days per vacancy: 45.35

The vacancy loss is approximately \$21,657 since January 1, 2017. We have budgeted \$31,272 for vacancy loss through December 31, 2017.

Minutes II

### **Smithfield Gardens Assisted Living**

### Occupancy Statistics:

- 93% (52 of 56 units) occupied as of 12/31/17
- Six applications in processing
- One move-in in December; no move-outs in December
- 9 applicants on waiting list for 60% units (\$1,000 rent)
- 9 applicants on waiting list for 50% units (\$840 rent)
- Average age is 84.9; age range is 67 100
- Average length of tenancy is 29.83 months

### **Budgeting Statistics:**

- 18 of 19 units rented at \$825/\$840
- 34 of 37 units rented at \$985/\$1,000
- 52 of 52 occupied units participating in the meal plan

### Other

- MRC/ALSA meetings 12/6, 12/13, 12/20, 12/27 (attended by MRC Director, RSC & RNs)
   52 residents' statuses reviewed each week; four residents out at rehab as of
- Resident Council Meeting held 11/30/17—minutes follow; next meeting 12/28/17
- December Fire Drill completed 12/28/17 (second shift)
- Rent Increase for 2018 in effect as of 01/01/18

## HOUSING AUTHORITY OF THE TOWN OF SEYMOUR

28 SMITH STREET SEYMOUR, CONNECTICUT - 06483



TELEPHONE (203) 888-4579
FAX (203) 888-2096
E-MAIL admin@seymourhousing.org
TDD (203) 888-2942

### Resolution #415

A resolution concerning board approval to change the base rents for Rev. Callahan House CT035-000001 and Norman Ray House CT035-000002 adoption of Flat rent of 2018.

Whereas, HUD regulations require us to set Flat rents by calculating the 2018 Fair Market Rents for each bedroom size and multiplying by 80%.

Whereas, the Flat rents for 2018 have calculated to:

	2018 Ba	se Rent	Proposals
- I	Efficiency	/ One-	Bedroom
	\$730	\$850	

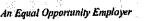
Now Therefore, Be it Resolved that the Board of Commissioners here by adopt and set the Flat rents as proposed to be implemented on March 1, 2018.

- <u>دۇن</u>		<u> 14</u>				<u>, 1941</u>	<u> </u>	State of the state				ļ.	
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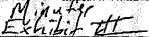
Brenda A. White - Chairperson/Tenant Commissioner
Susan Horelick - Vice Chairperson
Virginia Dota - Treasurer/Tenant Commissioner
Dominick Bellucci - Assistant Treasurer/Tenant Commissioner
Rebecca L. Golebieski - Commissioner

David J. Keyser, PHM Executive Director and Secretary











## FY 2018 FAIR MARKET RENT DOCUMENTATION SYSTEM

### The Final FY 2018 FMRs for All Bedroom Sizes

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Seymour town, Connecticut is part of the Milford-Ansonia-Seymour, CT HUD Metro FMR Area, which consists of the following towns: Ansonia town (New Haven County), CT; Beacon Falls town (New Haven County), CT; Derby town (New Haven County), CT; Milford town (New Haven County), CT; and Seymour town (New Haven County), CT. All Information here applies to the entirety of the Milford-Ansonia-Seymour, CT HUD Metro FMR Area.

### Fair Market Rent Calculation Methodology

Show/Hide Methodology Narrative

Fair Market Rents for metropolitan areas and non-metropolitan FMR areas are developed as follows:

1. 2011-2015 5-year American Community Survey (ACS) estimates of 2-bedroom adjusted standard quality gross rents calculated for each FMR area are used as the new basis for FY2018 provided the estimate is statistically reliable. For FY2018, the test for reliability is whether the margin of error for the estimate is less than 50% of the estimate itself and whether the ACS estimate is based on at least 100 survey cases. HUD does not receive the exact number of survey cases, but rather a categorical variable known as the count indicator indicating a range of cases. An estimate based on at least 100 cases corresponds to a count indicator of 4 or higher.

If an area does not have a reliable 2011-2015 5-year, HUD checks whether the area has had at least minimally reliable estimate in any of the past 3 years, or estimates that meet the 50% margin of error test described above. If so, the FY2018 base rent is the average of the inflated ACS estimates.

If an area has not had a minimally reliable estimate in the past 3 years, the estimate State for the area's corresponding metropolitan area (if applicable) or State non-metropolitan area is used as the basis for FY2018.

- 2. HUD calculates a recent mover adjustment factor by comparing a 2015 1-year 40th percentile recent mover 2-bedroom rent to the 2011-2015 5-year 40th percentile adjusted standard quality gross rent. If either the recent mover and non-recent mover rent estimates are not reliable, HUD uses the recent mover adjustment for a larger geography. For metropolitan areas, the order of geographies examined is: FMR Area, Entire Metropolitan Area (for Metropolitan Sub-Areas), State Metropolitan Portion, Entire State, and Entire US; for non-metropolitan areas, the order of geographies examined is: FMR Area, State Non-Metropolitan Portion, Entire State, and Entire US. The recent mover adjustment factor is floored at one.
- HUD calculates the appropriate recent mover adjustment factor between the S-year data and the 1-year data and applies this to the 5-year base rent estimate.
- Rents are calculated as of 2016 using the relevant (regional or local) change in gross rent Consumer Price Index (CPI) from annual 2015 to annual 2016.
- 5. All estimates are then inflated from 2016 to FY2018 using a trend factor based on the forecast of gross rent changes through FY2018.
- 6. FY2018 FMRs are then compared to a State minimum rent, and any area whose preliminary FMR falls below this