

MINUTES

COPY RECEIVED
DATE: 11/4/2019
TIME: 9:20 AM
TOWN CLERK'S OFFICE

1002nd Meeting

The 1002nd a Regular Meeting of the Seymour Housing Authority was held Wednesday October 2, 2019 at the Smithfield Gardens Assisted Living facility in the Multipurpose room located at 26 Smith St Seymour CT and was called the order at 5:37 PM by Chairperson White. There was no meeting in September.

ROLL CALL

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

Also present was Secretary and Executive Director David Keyser.

PUBLIC COMMENT

None

PREVIOUS MEETING MINUTES

Chairperson White introduced the previous meetings minutes of the 1001st Meeting held on Wednesday August 7, 2019.

Commissioner Bellucci motioned to accept the minutes of the 1001st Regular meeting held on Wednesday August 7, 2019 as presented. Commissioner Dota seconded the motion. Commissioner White acknowledged the motion and its second and asked all those in favor of the motion to vote aye. Voting aye were commissioners Bellucci, Dota, Horelick and White. Chairperson White declared the motion carried.

BILLS & COMMUNICATIONS

Commissioner White introduced the bills (See exhibit I).

After consideration and review and questions relative the Bills Listing Commissioner Horelick motioned to approve the bills as presented and to authorize payment of the bills. Commissioner Dota seconded in 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, Dota, Horelick and White. Chairperson White declared the motion carried and the Bills approved for payment.

EXECUTIVE DIRECTOR'S REPORT

See Exhibit II

The Executive Director reviewed his report. He added to the report by informing the Board that we are working on tenant complaints. We sent out a smoke free public housing warning to an offending resident on the 2nd floor at Callahan House.

He reminded the Board that there was an Air Conditioner related leak at Smithfield Gardens Assisted Living and those ceilings on the "G" level and in the boiler, room were water damaged. He stated that an insurance claim has been reported and the work will be completed shortly.

The Executive Director reminded the Commission that there has been a problem with several thru wall dwelling unit air conditioners at Callahan House. He explained that new designs in thru wall air

MINUTES

conditioners have been causing a leaking problem in dwellings at Callahan House. The condensate from the air conditioners are draining inside the unit instead of outside. We are working on several solutions, but the matter continues to be an issue. One resident concern is regarding an odor from the Air Conditioner. We have hired an environmental firm to test the air quality in the room. He stated that the results came back much lower than the previous testing in this unit one year ago. He also commented that he intends to consult with a design Architect relative to ordering air conditioners for the next cooling season.

The Executive Director reminded the Commission that we executed a contract with Siemens Inc. to work on the Smoke Alarm system upgrades at Callahan and Ray House under the Capital Fund Programs for 2017 and 2018. Work is to begin during October 2019.

Commissioner Bellucci asked if we intended to go to bid for Landscaping and Snow Removal work. The Executive Director stated that we have an option of renewing or extending the contract with the current contractor or going out to bid. This is a decision the Executive Director stated he will make in the next few weeks.

OLD BUSINESS

Chairperson White introduced By-Laws Update.

The Executive Director described Attorney Stamos opinion letter relative to adding additional Board Members beyond the five we have. He stated the CGS allows for 7 Commissioners for Housing Authorities operating more than 3,000 units. He stated that this provision would not apply to Seymour Housing Authority. He stated there is no provision for Alternate Commissioners. He further stated that removal of a Board Member for reasons defined is done by the appointing party; in this case the First Selectman. He stated that the Commissioner has an opportunity to be heard in person with notice, subpoena rights.

There was no action to update the By-Laws at this time.

NEW BUSINESS

Chairperson White introduced the Drainage Project, Smithfield Gardens. (Exhibit III)

The Executive Director reminded the Commissioners that Smithfield Gardens experienced an erosion issue to the right of the dining room patio and at the top of the retention wall between the upper yard and the parking lot. He stated that Donald W. Smith designed a yard drain connection to a nearby storm drain as well as repairs to the eroded area and the retaining wall. He stated that we sought prices from two separate contractors. One contractor has not quoted the work. We did receive a quote from Swan Excavation Co., LLC. The Executive Director discussed the qualifying letter from Donald W. Smith recommending award to Swan Excavation Co. LLC in the amount of \$5,200.

After some further brief discussion, Commissioner Bellucci motioned to accept the recommendation of Donald W. Smith, Jr., P.E. Consulting Engineer to award a contract for the erosion repairs with Swan Excavation Co., LLC and to authorize the Executive Director to enter into contract with Swan Excavation Co., LLC in the amount not to exceed \$5,200. Commissioner Horelick 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, Dota, Horelick and White. Chairperson White declared the motion carried.

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Chairperson White introduced Changes to the Personnel Policy. See Exhibit IV.

The Executive Director described the proposed changes. He stated that the new provisions permit administrative and maintenance personnel to carry over up to 80 hours of unused PTO or vacation time into the subsequent year. Also proposed is to split the accrual of vacation and sick time to occur at two 6-month intervals. One half of the accrued time will be posted in January and the second half will be accrued in June each year going forward beginning in 2020.

After some further brief discussion, Commissioner Horelick motioned to adopt the provisions permitting administrative and maintenance personnel to carry over up to 80 hours of unused PTO or vacation time into the subsequent year and to split the accrual of vacation and sick time to occur at two 6-month intervals. One half of the accrued time will be posted in January and the second half will be accrued in June each year going forward beginning in 2020. Commissioner Dota 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, Dota, Horelick and White. Chairperson White declared the motion carried.

Commissioner Bellucci introduced Resolution 421, PHA Certification of Compliance with the PHA Plan and Related Regulations including required Civil Rights Certification. (See Exhibit V)

Commissioner Horelick motioned to adopt Resolution 421, PHA Certification of Compliance with the PHA Plan and Related Regulations including required Civil Rights Certification. Commissioner Dota seconded the motion. Chairperson White acknowledged the motion and its second and asked for a Roll Call Vote which was recorded as follows:

Vote			
Commissioner	Aye	Nay	Abstain
Bellucci	X		
Dota	X		
Horelick	X		
White	X		

Chairperson White declared the motion carried and Resolution 421 duly Adopted.

Commissioner Bellucci introduced Resolution 422, Civil Rights Certification. (See Exhibit VI)

Commissioner Horelick motioned to adopt Resolution 422, Civil Rights Certification. Commissioner Dota seconded the motion. Chairperson White acknowledged the motion and its second and asked for a Roll Call Vote which was recorded as follows:

Vote			
Commissioner	Aye	Nay	Abstain
Bellucci	X		
Dota	X		
Horelick	X		

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White

X

Chairperson White declared the motion carried and Resolution 422 duly Adopted.

ANY OTHER BUSINESS PERTAINING TO THE BOARD

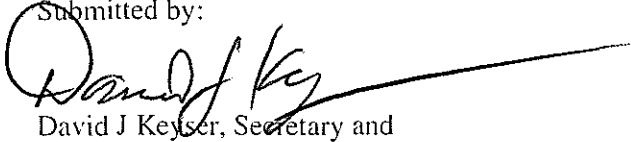
None.

ADJOURNMENT

Chairperson White asked for a motion to adjourn the 1002nd meeting of the Seymour Housing Authority.

At 6:19 PM Commissioner Horelick motioned to adjourn the 1002nd meeting of the Seymour Housing Authority. 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 1002nd meeting adjourned.

Submitted by:

A handwritten signature in black ink, appearing to read "David J. Keyser", is written over a horizontal line.

David J Keyser, Secretary and

Executive Director.

Minutes
Exhibit I
Seymour Housing Authority

Vendor Accounting Cash Payment/Receipt Register
Revolving Fund

Filter Criteria Includes: 1) Project: Revolving Fund 2) Payment Date: All 3) Financial Period: August 2019 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: Naugatuck Valley Savings & Loan, Bank Account: 0815014177, GL Account: 1000

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Voice</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
17	08/13/2019	No	DD	SHA PAYROLL	Payroll #17	No	\$28,293.52
18	08/28/2019	No	DD	SHA PAYROLL	Payroll #18	No	\$29,267.70
11115	08/02/2019	No	CHK	Management Computer Services Inc	Monthly support fee	No	\$1,262.79
11116	08/02/2019	No	CHK	Radovich Builders, LLP	WO#42420- Cover A/C units	No	\$325.00
11117	08/02/2019	No	CHK	Radovich Builders, LLP	WO#42421- Remove A/C's and test	No	\$4,680.00
11118	08/06/2019	No	CHK	Eversource	Act# 5177 958 3004	No	\$3,096.54
11119	08/06/2019	No	CHK	Eversource	Act# 5775 048 0048	No	\$3,108.61
11120	08/06/2019	No	CHK	Eversource	Act# 5145 776 4090	No	\$340.38
11121	08/06/2019	No	CHK	Eversource	Act# 5136 648 3014	No	\$1,504.14
11122	08/06/2019	No	CHK	Eversource	Act# 5150 966 4074 - 16 Ray	No	\$73.49
11123	08/06/2019	No	CHK	Frontier	Act# 203-888-4579-123179-5	No	\$546.31
11124	08/06/2019	No	CHK	Frontier	Act# 203-881-2464-110206-5	No	\$350.92
11125	08/06/2019	No	CHK	Frontier	Act# 203-881-0115-021194-5	No	\$86.49
11126	08/06/2019	No	CHK	Comcast	Act# 8773 40 216 0027070	No	\$1,499.57
11127	08/06/2019	No	CHK	Comcast	Act# 8773 40 216 0041287	No	\$759.10
11128	08/06/2019	No	CHK	Comcast	Act# 8773 40 216 0069528	No	\$200.43
11129	08/06/2019	No	CHK	Comcast	Act# 8773 40 2116 0174468	No	\$94.40
11130	08/06/2019	No	CHK	Comcast	Act# 8773 40 216 0027070	No	\$1,499.64
11131	08/06/2019	No	CHK	Comcast	Act# 8773 40 216 0256349	No	\$255.86
11132	08/06/2019	No	CHK	Comcast Business	Act# 8773 40 216 0263568	No	\$127.41
11133	08/06/2019	No	CHK	Eversource	Act# 5111 869 4017	No	\$45.21
11134	08/06/2019	No	CHK	Eversource	Act# 5123 908 8099 - 4 Chamberlain	No	\$26.84
11135	08/06/2019	No	CHK	Eversource	Act# 5163 436 4020 - 34 Chamberla	No	\$0.63
11136	08/06/2019	No	CHK	Eversource	Act# 5123 908 8099 - 4 Chamberlain	No	\$3.48
11137	08/06/2019	No	CHK	Aquarion Water Company	Act# 200086423	No	\$2,575.20
11138	08/06/2019	No	CHK	Aquarion Water Company	Act# 200086434	No	\$1,348.81
11139	08/06/2019	Yes	CHK	Aquarion Water Company	Act# 200086455	No	\$131.82
11139	08/06/2019	No	VD	Aquarion Water Company	Wrong amount	No	(\$131.82)
11140	08/06/2019	No	CHK	Aquarion Water Company	Act# 200086443	No	\$130.10
11141	08/06/2019	Yes	CHK	Aquarion Water Company	Act# 200282214 - 23 Seymour Ave	No	\$383.51
11141	08/06/2019	No	VD	Aquarion Water Company	Wrong amount	No	(\$383.51)
11143	08/06/2019	No	CHK	Aquarion Water Company	Act# 200086455	No	\$131.82
11144	08/06/2019	No	CHK	Aquarion Water Company	Act# 200282214 - 23 Seymour Ave	No	\$14.99
11145	08/06/2019	No	CHK	Aquarion Water Company	Act# 200255423 - 4 Chamberlain	No	\$14.05
11146	08/06/2019	No	CHK	Aquarion Water Company	Act# 200378269 - 8 Brothers	No	\$26.23
11147	08/06/2019	No	CHK	Aquarion Water Company	Act# 200255423 - 4 Chamberlain	No	\$16.72
11148	08/06/2019	No	CHK	Aquarion Water Company	Act# 200245036 - 34 Chamberlain	No	\$297.47
11149	08/06/2019	No	CHK	Aquarion Water Company	Act# 200282214 - 23 Seymour Ave	No	\$14.05
11150	08/06/2019	No	CHK	Aegis Energy Services, Inc	Replace pump	No	\$2,925.00
11151	08/06/2019	No	CHK	Aflac Attn: Remittance Processing	Policy DHF89 July	No	\$301.44
11152	08/06/2019	No	CHK	American Rooter LLC	Snaked kitchen sink drain at 4 Cham	No	\$168.50
11153	08/06/2019	No	CHK	Arthur J. Gallagher Risk Manage	18-19 Property Casualty Commissio	No	\$1,733.00
11154	08/06/2019	No	CHK	Bender Plumbing Supplies Inc	Water heater, Dielectric Union and	No	\$2,537.53
11155	08/06/2019	No	CHK	Cintas	Uniform cleaning	No	\$446.85
11156	08/06/2019	No	CHK	Colonial Business Forms	Regular envelopes	No	\$356.27
11157	08/06/2019	No	CHK	Europa Enterprises, LLC	Prep and paint 18 Ray	No	\$2,670.00
11158	08/06/2019	No	CHK	Ford Motor Credit Company	2016 Ford Transit Connect XL	No	\$574.87

minutes
Exhibit I

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

Filter Criteria Includes: 1) Project: Revolving Fund; 2) Payment Date: All; 3) Financial Period: August 2019; 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: Naugatuck Valley Savings & Loan, Bank Account: 0615014177, GL Account: 1000

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Voice</u>	<u>Type</u>	<u>Document Request</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
11159	08/06/2019	No	CHK	Friends Of Fur LLC	Spray for fleas at 23 Seymour Ave	No	\$340.00
11160	08/06/2019	No	CHK	Gary's East Coast Service Inc	Checked dishwasher at Cal for prop	No	\$181.25
11161	08/06/2019	No	CHK	Grassy Turtle LLC	Lawn Maintenance - Ray	No	\$953.00
11162	08/06/2019	No	CHK	Gregory Stamos	Legal fees & court time for Begnoch	No	\$1,483.45
11163	08/06/2019	No	CHK	Home Depot Credit Services	Fill valves and wax ring	No	\$51.85
11164	08/06/2019	No	CHK	Housing And Development Law In	HDLI Membership Dues 1yr	No	\$495.00
11165	08/06/2019	No	CHK	Housing Telecommunications, Inc	Subscription 5/31/19 - 5/30/20	No	\$1,267.09
11166	08/06/2019	No	CHK	Kone Inc	Emergency communication	No	\$1,140.81
11167	08/06/2019	No	CHK	La Voz Hispana de Connecticut	1/4 page Ad Legal Notice	No	\$485.00
11168	08/06/2019	No	CHK	MAWC, LLC	Monthly accounting services for April	No	\$3,922.50
11169	08/06/2019	No	CHK	Network Synergy Systems Integra	Regular onsite for copier installation	No	\$1,350.00
11170	08/06/2019	No	CHK	Sprague Operating Resources LL	Act 72003843 Yankee Gas	No	\$6,895.81
11171	08/06/2019	No	CHK	Sprint	Cell phone June 07 - July 06 2019	No	\$378.38
11172	08/06/2019	No	CHK	WEX BANK	Fuel Purchases	No	\$355.63
11173	08/12/2019	No	CHK	Aegis Energy Services, Inc	Cogeneration Maintenance Monthly	No	\$2,151.15
11174	08/12/2019	No	CHK	American Rooter LLC	Snake 4A, 4U, 1A, 1B, cubby clean o	No	\$579.50
11175	08/12/2019	No	CHK	Anthem Blue Cross and Blue Shie	Premium 09/01/2019 - 10/01/2019	No	\$5,603.31
11176	08/12/2019	No	CHK	Bender Plumbing Supplies Inc	1/2 x 12" A/S F/F S ubber handle	No	\$255.65
11177	08/12/2019	No	CHK	Bloxam Enterprises, LLC	Steam clean apt 1N	No	\$175.00
11178	08/12/2019	No	CHK	Colonial Business Forms	Letterheads Job # 12001	No	\$509.16
11179	08/12/2019	No	CHK	Crystal Rock	Crystal Rock Premium water	No	\$68.97
11180	08/12/2019	No	CHK	Europa Enterprises, LLC	Paint 16 Ray	No	\$980.00
11181	08/12/2019	No	CHK	Friends Of Fur LLC	Inspect and treat 26 Chamberlain an	No	\$390.00
11182	08/12/2019	No	CHK	Grassy Turtle LLC	Landscaping, mulch, and shrub rem	No	\$600.00
11183	08/12/2019	No	CHK	Gregory Stamos	Legal Fees and Court time, Begnoch	No	\$1,286.25
11184	08/12/2019	No	CHK	MAWC, LLC	Monthly accounting services for May	No	\$1,912.50
11185	08/12/2019	No	CHK	Network Synergy Systems Integra	Regular onsite plus remote for pc ins	No	\$813.00
11186	08/12/2019	No	CHK	Oak Ridge Hauling, LLC	July Trash Service	No	\$482.44
11187	08/12/2019	No	CHK	Peter E Karpovich	SHA vs Hyman Service of Summo	No	\$78.40
11188	08/12/2019	No	CHK	Pleasant Point Partners (Proshred	First 36' Execute Console	No	\$55.00
11189	08/12/2019	No	CHK	Pride Cleaning Pros	Cleaning & waxing 40 Ray Cleaning	No	\$605.00
11190	08/12/2019	No	CHK	Purchase Power	Postage meter activity act # 8000-90	No	\$1,143.29
11191	08/12/2019	No	CHK	Sprague Operating Resources LL	Act# 72003843 Yankee Gas	No	\$6,806.50
11192	08/12/2019	No	CHK	St. Treasurer For Merfund	MERF 07-2019	No	\$7,785.90
11193	08/12/2019	No	CHK	VSP	Aug 2019 billing 30 019995 0001	No	\$73.01
11194	08/12/2019	No	CHK	Xerox Financial	Lease 010-0026454-002 07/21-08/2	No	\$104.18
11195	08/16/2019	No	CHK	Seymour Housing Authority	Anthem Dental premium refund Fed	No	\$201.50
11196	08/16/2019	No	CHK	Seymour Housing Authority	Anthem Dental premium refund	No	\$148.32
11197	08/16/2019	No	CHK	Seymour Housing Authority	Anthem Dental premium refund	No	\$189.85
11198	08/20/2019	No	CHK	CONN NAHRO	Conn Nahro Conference	No	\$375.00
11199	08/20/2019	No	CHK	David Keyser	Conn Nahro Conference	No	\$120.00
11200	08/26/2019	No	CHK	AmTrust North America	Workers Comp Premium 27061737-	No	\$1,714.00
11201	08/26/2019	No	CHK	Lincoln National Life Insurance C	Premium 09/01/2019 - 09/30/2019	No	\$388.08
11202	08/26/2019	No	CHK	Susan McDuffie, LMFT	Mediation services for Posh and Co	No	\$420.00
11203	08/28/2019	No	CHK	Ford Motor Credit Company	2016 Ford Transit Connect XL	No	\$585.22

Minutes
Exhibit I

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

Filter Criteria Includes: 1) Project: Revolving Fund 2) Payment Date: All 3) Financial Period: August 2019 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: Naugatuck Valley Savings & Loan, Bank Account: 0615014177, GL Account: 1000

Posted Payments

Doc Num	Payment Date	Vendor	Type	Document Request	Document Description	Cleared	Amount
11204	08/28/2019	No	CHK	American Express	Account ending 6-36005	No	\$1,345.23

Seymour Housing Authority
Vendor Accounting Cash Payment/Receipt Register
Federal

Filter Criteria Includes: 1) Project: All 2) Payment Date: All 3) Financial Period: August 2019 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: Liberty, Bank Account: 6576750468, GL Account: 1111.KM

Posted Payments

Doc Num	Payment Date	Vendor	Type	Document Request	Document Description	Cleared	Amount
120	08/15/2019	No	CHK	Jennifer Ciaralli	RSC Pay period ending 8/10/2019	No	\$648.00
121	08/26/2019	No	CHK	Jennifer Ciaralli	RSC Pay Period week ending 8/24	No	\$360.00
122	08/28/2019	No	CHK	American Express	Account ending 6-36005 - Matthies	No	\$698.85

Bank: TD Banknorth, Bank Account: 424-0200579, GL Account: 1111.4

Posted Payments

Doc Num	Payment Date	Vendor	Type	Document Request	Document Description	Cleared	Amount
20097	03/02/2019	No	CHK	Callahan House Tenants Associat	Monthly Association fee	No	\$25.00
20098	08/02/2019	No	CHK	Norman Ray Tenant Association	Monthly Association fee	No	\$25.00
20099	08/02/2019	No	CHK	Seymour Housing Authority	Federal pays rent which is split by th	No	\$2,612.50
20100	08/02/2019	No	CHK	Seymour Housing Authority	AP Fed CKs reimbursement 11115	No	\$2,551.19
20101	08/07/2019	No	CHK	Seymour Housing Authority	Fed 08/06/2019 reimbursement	No	\$32,570.54
20103	08/13/2019	No	CHK	Seymour Housing Authority	AP Fed 08/12/2019 reimbursement	No	\$16,167.03
20104	08/19/2019	No	CHK	Housing Authority Risk Retention	Commercial Liability HARRG-794-	No	\$3,244.00
20105	08/19/2019	No	CHK	Housing Insurance Services Inc	Property Insurance - HAPI-794-	No	\$4,506.00
20106	08/19/2019	No	CHK	Treasurer, State of Connecticut	Fingerprints Robert Marcinczyk Jose	No	\$26.50
20107	08/19/2019	No	CHK	Seymour Housing Authority	Reimbursement Amex external with	No	\$382.59
20108	08/20/2019	No	CHK	Seymour Housing Authority	Fed reimbursement CKs 11198 111	No	\$295.52
20109	08/27/2019	No	CHK	Langan	Callahan 2E 3E 4T IAQ	No	\$2,550.00
20110	08/28/2019	No	CHK	Seymour Housing Authority	Fund Payroll #s 16 17 18	No	\$26,913.87
20111	08/28/2019	No	CHK	Seymour Housing Authority	AP Federal 08/26/2019 reimbursem	No	\$2,021.67

minutes

Moderate Rental

Exhibit I

Filter Criteria Includes: 1) Project: All 2) Payment Date: All 3) Financial Period: August 2019 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 Banknorth, Bank Account: 12345, GL Account: 1111.2

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Vowed</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
40099	08/02/2019	No	CHK	Charles Payne Jr	Remove trash to dump - 23 Seymou	No	\$2,365.50
40100	08/02/2019	No	CHK	Builders Hardware	CORE FOR MR-7 Non-stock	No	\$104.88
40101	08/02/2019	No	CHK	Seymour Housing Authority	AP MR CKs reimbursement 11115 1	No	\$397.78
40102	08/05/2019	No	CHK	Seymour Housing Authority	MR Pays Rent To SGAL	No	\$1,741.67
40103	08/07/2019	No	CHK	Seymour Housing Authority	AP MR 08/06/2018 reimbursement	No	\$10,962.91
40104	08/12/2019	No	CHK	Connecticut Housing Finance Aut	Loan 96089D Payment SHA Hoffma	No	\$479.72
40105	08/12/2019	No	CHK	Europa Enterprises, LLC	Paint 23 Seymour Ave	No	\$4,700.00
40106	08/12/2019	No	CHK	Grassy Turtle LLC	Remove and dispose sand from side	No	\$50.00
40107	08/13/2019	No	CHK	Seymour Housing Authority	AP MR 08/12/2019 reimbursement	No	\$6,353.60
40108	08/19/2019	No	CHK	Treasurer, State of Connecticut	Fingerprints Miusoti Huertas & Maria	No	\$26.50
40109	08/19/2019	No	CHK	Seymour Housing Authority	Reimbursement Amex external with	No	\$97.55
40110	08/20/2019	No	CHK	Seymour Housing Authority	MR reimbursement CKs 11198 1119	No	\$199.48
40111	08/28/2019	No	CHK	Seymour Housing Authority	Fund Payroll #s 16 17 18	No	\$18,688.71
40112	08/28/2019	No	CHK	Seymour Housing Authority	AP MR 08/26/2019 reimbursement	No	\$1,671.74

Smithfield Gardens

Filter Criteria Includes: 1) Project: 014 - Smithfield Gardens Assisted Living 2) Payment Date: All 3) Financial Period: August 2019 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 Banknorth, Bank Account: 4318164011, GL Account: 1120.1

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Vowed</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
90497	08/02/2019	No	CHK	Seymour Housing Authority	SGAL pays To Federal Management	No	\$4,965.00
90498	08/02/2019	No	CHK	Seymour Housing Authority	Payment to Revolving Fund from S	No	\$3,041.00
90499	08/02/2019	No	CHK	Charles Payne Jr	Supplied and repaired tiles, Unit 215	No	\$2,654.50
90500	08/02/2019	No	CHK	Seymour Housing Authority	AP SGAL CKs reimbursement 1111	No	\$277.82
90501	08/06/2019	No	CHK	Aquarion Water Company Of CT	Act# 200204664	No	\$1,909.20
90502	08/06/2019	No	CHK	Aquarion Water Company Of CT	Act# 200204656	No	\$129.51
90503	08/06/2019	No	CHK	Comcast	Act# 8773 40 216 0069510	No	\$3,091.81
90504	08/06/2019	No	CHK	Comcast	Act# 8773 40 216 0069536	No	\$58.95
90505	08/06/2019	No	CHK	Eversource	Act# 5747 654 0034	No	\$5,135.29
90506	08/06/2019	No	CHK	Eversource	Act# 5147 148 3099 Statement date	No	\$501.61
90507	08/06/2019	No	CHK	Eversource	Act# 51083234013	No	\$1,816.05
90508	08/06/2019	No	CHK	Eversource	Act# 5766 997 0055	No	\$107.07
90509	08/06/2019	No	CHK	Carter Hayes - Associates P C	Preparation of Form 990PF	No	\$675.00
90510	08/06/2019	No	CHK	Environmental Systems Corporati	Labor and parts for repairs on air ha	No	\$1,148.96
90511	08/06/2019	No	CHK	Frontier	Act# 203-888-5093-092806-5	No	\$810.20
90512	08/06/2019	No	CHK	Gary's East Coast Service, Inc	Repairs made on toaster in commer	No	\$569.80
90513	08/06/2019	No	CHK	Grassy Turtle LLC	Lawn maintenance contract - SGAL	No	\$2,852.00
90514	08/06/2019	No	CHK	HD Supply	Cleaning and laundry supplies	No	\$1,009.65
90515	08/06/2019	No	CHK	Home Depot Credit Services	Grill accessories	No	\$583.78
90516	08/06/2019	No	CHK	Kone Inc	Emergency communication monitor	No	\$1,276.77
90517	08/06/2019	No	CHK	Malangone Heating, A/C & Refrig	Cleaned coils and fan motor for walk	No	\$569.00
90518	08/06/2019	No	CHK	MAWC, LLC	Monthly accounting services for April	No	\$1,387.50
90519	08/06/2019	No	CHK	NDC Housing & Development	Asset Management Fee - January -	No	\$2,016.00
90520	08/06/2019	No	CHK	New England Septic & Excavating	Pump grease trap	No	\$235.00
90521	08/06/2019	No	CHK	Oak Ridge Hauling, LLC	July Trash Service - SGAL	No	\$476.01
90522	08/06/2019	No	CHK	TPC Associates, Inc	4TH QTR Billing 6/1/19 - 8/31/19	No	\$844.20
90523	08/06/2019	No	CHK	Valley Electric Supply Company	Light bulbs and ballasts	No	\$553.04
90524	08/07/2019	No	CHK	Seymour Housing Authority	AP SGAL 08/06/2019 reimbursemen	No	\$5,668.67
90525	08/13/2019	Yes	CHK	Cura Hospitality, LLC	Meal Services - June 2019	No	\$28,570.90
90525	09/05/2019	No	VD	Cura Hospitality, LLC	Lost check	No	(\$28,570.90)
90526	08/13/2019	No	CHK	Seymour Housing Authority	AP SGAL 08/12/2019 reimbursemen	No	\$9,937.58
90527	08/16/2019	No	CHK	Charles Payne Jr	Install expansion tank & repair pipes	No	\$5,150.00
90528	08/19/2019	No	CHK	Seymour Housing Authority	Reimbursement Amex external with	No	\$68.20

Minutes
Exhibit I

SHA Development Corporation

Filter Criteria Includes: 1) Project: SHA Development Corporation; 2) Payment Date: All; 3) Financial Period: August 2019; 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 Banknorth, Bank Account: 12345, GL Account: 1000

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Cleared</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
330	08/13/2019	No	CHK	Aquarion Water Company	Act# 200340760	No	\$14 05
331	08/13/2019	No	CHK	Aquarion Water Company	Acct#20003400760	No	\$78 67
332	08/13/2019	No	CHK	Seymour Water Pollution Control	04/01/2019 - 09/30/2019 Sewer &	No	\$272 14

Myers
Exhibit 2

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

Filter Criteria Includes: 1) Project: Revolving Fund, 2) Payment Date: 9/1/2019 to 9/30/2019, 3) Financial Period: All, 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: Naugatuck Valley Savings & Loan, Bank Account: 0615014177, GL Account: 1000

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Voiced</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
19	09/10/2019	No	DD	SHA PAYROLL	Payroll #19	No	\$27,587.49
20	09/24/2019	No	DD	SHA PAYROLL	Payroll #20	No	\$28,571.05
11205	09/04/2019	No	CHK	Seymour/Oxford Rotary	Semi annual dues	No	\$125.00
11206	09/06/2019	No	CHK	Management Computer Services I	Monthly support fee	No	\$1,262.79
11207	09/11/2019	No	CHK	Charles Payne Jr	WO#43009 - Install furnco on leakin	No	\$5,118.20
11208	09/11/2019	No	CHK	Radovich Builders, LLP	WO#42291- Checked operation of G	No	\$97.50
11209	09/11/2019	No	CHK	Radovich Builders, LLP	Meet with Matt Myers to help him as	No	\$3,639.00
11210	09/11/2019	No	CHK	Eversource	Act# 5177 958 3004	No	\$5,423.22
11211	09/11/2019	No	CHK	Eversource	Act# 5775 048 0048	No	\$2,913.13
11212	09/11/2019	No	CHK	Eversource	Act# 5111 869 4017	No	\$91.04
11213	09/11/2019	No	CHK	Eversource	Act# 5147 148 3099	No	\$342.45
11214	09/11/2019	No	CHK	Eversource	Act# 5145 776 4090	No	\$710.33
11215	09/11/2019	No	CHK	Eversource	Act# 5136 648 3014	No	\$3,339.92
11216	09/11/2019	No	CHK	Eversource	Act# 5163 436 4020 - 34 Chamberla	No	\$12.71
11217	09/11/2019	Yes	CHK	Aquarion Water Company	Act# 200086455	No	\$930.77
11217	09/11/2019	No	VD	Aquarion Water Company	wrong amount	No	(\$930.77)
11218	09/11/2019	Yes	CHK	Aquarion Water Company	Act# 200086443	No	\$1,468.60
11218	09/11/2019	No	VD	Aquarion Water Company	Wrong amount	No	(\$1,468.60)
11219	09/11/2019	Yes	CHK	Aquarion Water Company	Act# 200320403 - 23 Chamberlain	No	\$204.25
11219	09/11/2019	No	VD	Aquarion Water Company	Wrong amount	No	(\$204.25)
11220	09/11/2019	No	CHK	Aquarion Water Company	Act# 200086455	No	\$142.91
11221	09/11/2019	No	CHK	Aquarion Water Company	Act# 200086434	No	\$656.32
11222	09/11/2019	No	CHK	Aquarion Water Company	Act# 200086455	No	\$131.54
11223	09/11/2019	No	CHK	Aquarion Water Company	Act# 200086443	No	\$142.91
11224	09/11/2019	No	CHK	Aquarion Water Company	Act# 200086423	No	\$1,194.18
11225	09/11/2019	No	CHK	Aquarion Water Company	Act# 200086443	No	\$131.51
11226	09/11/2019	No	CHK	Aquarion Water Company	Act# 200320403 - 23 Chamberlain	No	\$6.55
11227	09/11/2019	No	CHK	Aquarion Water Company	Act# 200282214 - 23 Seymour	No	\$13.58
11228	09/11/2019	No	CHK	Aquarion Water Company	Act# 200245036	No	\$184.12
11229	09/11/2019	No	CHK	Comcast	Act# 8773 40 216 0027070	No	\$1,619.60
11230	09/11/2019	No	CHK	Comcast	Act# 8773 40 216 0041287	No	\$1,578.92
11231	09/11/2019	No	CHK	Comcast	Act# 8773 40 216 0069528	No	\$191.85
11232	09/11/2019	No	CHK	Comcast	Act# 8773 40 216 0174468	No	\$86.90
11233	09/11/2019	No	CHK	Comcast	Act# 8773 40 216 0256349	No	\$138.16
11234	09/11/2019	No	CHK	Comcast Business	Act# 8773 40 216 0263568	No	\$117.98
11236	09/11/2019	No	CHK	Frontier	Act# 203-888-4579-123179-5	No	\$265.27
11237	09/11/2019	No	CHK	Frontier	Act# 203-881-2464-110206-5	No	\$706.14
11238	09/11/2019	No	CHK	Frontier	Act# 203-881-0115-021194-5	No	\$180.27
11239	09/11/2019	No	CHK	Advance Communications Inc	Message service 7/24 - 8/20/19	No	\$332.54
11240	09/11/2019	No	CHK	Aegis Energy Services, Inc.	Chiller repairs and labor	No	\$500.00
11241	09/11/2019	No	CHK	Aflac Attn: Remittance Processing	Policy DHF89 August	No	\$452.16
11242	09/11/2019	No	CHK	Allen's Plumbing Supply	Propane refill and odor assassin	No	\$68.35
11243	09/11/2019	No	CHK	Anthem Blue Cross and Blue Shie	Premium 10/01/2019 - 11/01/2019	No	\$5,603.31
11244	09/11/2019	No	CHK	Bender Plumbing Supplies Inc.	Toilet, wax ring, and ultra flush flush	No	\$314.84
11245	09/11/2019	No	CHK	Bloxam Enterprises, LLC	Steam cleaning of 4R and 2W	No	\$180.00
11246	09/11/2019	No	CHK	Buddy's Fuel, LLC	Annual Cleaning	No	\$330.00
11247	09/11/2019	No	CHK	Cintas	Uniform Cleanings	No	\$514.70

minutes
Exhibit I
Seymour Housing Authority

Vendor Accounting Cash Payment/Receipt Register
Revolving Fund

Filter Criteria Includes: 1) Project: Revolving Fund, 2) Payment Date: 9/1/2019 to 9/30/2019, 3) Financial Period: All, 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: Naugatuck Valley Savings & Loan, Bank Account: 0615014177, GL Account: 1000

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Voded</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
11248	09/11/2019	No	CHK	Clear Water	Full Service Water Treatment	No	\$145.84
11249	09/11/2019	No	CHK	CONN NAHRO	Conn Nahro Training	No	\$1,075.00
11250	09/11/2019	No	CHK	Crystal Rock	Crystal Rock Premium water	No	\$58.56
11251	09/11/2019	No	CHK	Door Control, Inc.	Replaced flew motor coupler in Cal	No	\$889.00
11252	09/11/2019	No	CHK	Experian	July 2019 - TCTA-6906070	No	\$204.96
11253	09/11/2019	No	CHK	Ferrari's Appliance	3 a/c's	No	\$1,887.00
11254	09/11/2019	No	CHK	Formax	12 month service contract on paper	No	\$291.00
11255	09/11/2019	No	CHK	Friends Of Fur LLC	Bed bug treatment 13 Ray	No	\$1,355.00
11256	09/11/2019	No	CHK	George Ellis Company	Serviced Mitsubishi FCU #4	No	\$350.00
11257	09/11/2019	No	CHK	Grassy Turtle LLC	Remove sand from sidewalks and p	No	\$1,900.00
11258	09/11/2019	No	CHK	Gregory Stamos	Kim platt hearing	No	\$1,735.80
11259	09/11/2019	No	CHK	Hallock's	Two A/C's	No	\$990.00
11260	09/11/2019	No	CHK	Hearst Media Services	Five year Comprehensive Agency	No	\$301.60
11261	09/11/2019	No	CHK	Home Depot Credit Services	5 12000 BTU portable A/C's	No	\$3,337.63
11262	09/11/2019	No	CHK	La Voz Hispana de Connecticut	1/8 page Ad Legal Notice for SHA	No	\$294.00
11263	09/11/2019	No	CHK	Mary B. Androski	Filing mediation report for 2N and 3	No	\$150.00
11264	09/11/2019	No	CHK	MAWC, LLC	Monthly accounting services for Jun	No	\$573.75
11265	09/11/2019	No	CHK	Network Synergy Systems Integra	Callahan comms issue	No	\$363.00
11266	09/11/2019	No	CHK	Oak Ridge Hauling, LLC	August 19 Trash Service	No	\$480.08
11267	09/11/2019	No	CHK	Oak Ridge Hauling, LLC	September 2019 trash removal	No	\$919.14
11268	09/11/2019	No	CHK	Oxford Lumber & Building Materia	paint for MR	No	\$128.05
11269	09/11/2019	No	CHK	Peter E. Karpovich,	SHA vs. Begnoche, Service of NTQ	No	\$1,147.76
11270	09/11/2019	No	CHK	Pitney Bowes Global Financial Se	0011114462 leased equipment 6/30/	No	\$163.95
11271	09/11/2019	No	CHK	Precision Glass LLC	Repair screens	No	\$177.00
11272	09/11/2019	No	CHK	Purchase Power	Postage meter activity act.# 8000-	No	\$240.13
11273	09/11/2019	No	CHK	Seymour Janitorial Services	Monthly cleaning of housing office a	No	\$3,508.50
11274	09/11/2019	No	CHK	Sherwin Williams	Paint for MR	No	\$1,576.40
11275	09/11/2019	No	CHK	Sprague Operating Resources LL	Act# 72003843 Yankee Gas	No	\$6,195.76
11276	09/11/2019	No	CHK	Sprint	Cell phone July 07 - August 06, 201	No	\$418.38
11277	09/11/2019	No	CHK	St. Treasurer For Merfund	MERF 08-2019	No	\$11,419.65
11278	09/11/2019	No	CHK	VSP	Sep 2019 billing 30 019995 0001	No	\$73.01
11279	09/11/2019	No	CHK	Waterbury Regional Chamber	Health Care Council 10/01/19 to	No	\$50.00
11280	09/11/2019	No	CHK	WB Mason	Paper for the office	No	\$1,502.85
11281	09/11/2019	Yes	CHK	WEX BANK	Fuel Purchases	No	\$481.61
11281	09/11/2019	No	VD	WEX BANK	wrong check number	No	(\$481.61)
11282	09/11/2019	Yes	CHK	Window Products Awning, Blind &	One vertical blind	No	\$336.70
11282	09/11/2019	No	VD	Window Products Awning, Blind &	wrong check number	No	(\$336.70)
11283	09/11/2019	No	CHK	WEX BANK	Fuel Purchases	No	\$481.61
11284	09/11/2019	No	CHK	Window Products Awning, Blind &	One vertical blind	No	\$336.70
11285	09/16/2019	No	CHK	Yojoa Home Services LLC	Installed flooring and stained/painted	No	\$804.00
11286	09/20/2019	No	CHK	WEX BANK	Fuel Purchases	No	\$53.73
11287	09/26/2019	No	CHK	American Express	Account ending 6-36005	No	\$1,406.78

Minutes
Exhibit I

Seymour Housing Authority
Vendor Accounting Cash Payment/Receipt Register
Federal

Filter Criteria Includes: 1) Project: All, 2) Payment Date: All, 3) Financial Period: September 2019, 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: Liberty, Bank Account: 6576750468, GL Account: 1111.KM

Posted Payments

122	08/28/2019	Yes	CHK	American Express	Account ending 6-36005 - Matthies	No	\$698.85
122	09/13/2019	No	VD	American Express	wrong amount	No	(\$698.85)
123	09/09/2019	No	CHK	Jennifer Ciaralli	Pay period ending 09/07/2019	No	\$360.00
124	09/09/2019	No	CHK	Jennifer Ciaralli	Lyft reimbursement Aug 10	No	\$120.65
125	09/13/2019	No	CHK	American Express	Account ending 6-36005 - Matthies	No	\$669.96

Bank: TD Banknorth, Bank Account: 424-0200579, GL Account: 1111.4

20110	08/28/2019	No	CHK	Seymour Housing Authority	Fund Payroll #s 16 17 18	Yes	\$26,913.87
20111	08/28/2019	No	CHK	Seymour Housing Authority	AP Federal 08/26/2019 reimburse	Yes	\$2,021.67
20112	09/06/2019	No	CHK	Callahan House Tenants Associat	Monthly Association fee	No	\$25.00
20113	09/06/2019	No	CHK	Norman Ray Tenant Association	Monthly Association fee	No	\$25.00
20114	09/06/2019	No	CHK	Seymour Housing Authority	Federal pays rent which is split by th	No	\$2,612.50
20115	09/12/2019	No	CHK	Seymour Housing Authority	AP Federal 09/06 11/2019 reimburs	No	\$58,648.47
20116	09/13/2019	No	CHK	American Express	Gaylord 139.41 Bag. ins. delay 57.7	No	\$197.19
20117	09/16/2019	No	CHK	Treasurer, State of Connecticut	Finger prints Mark Kostant & Santos	No	\$26.50
20118	09/24/2019	No	CHK	Jennifer Ciaralli	Jennifer Ciaralli Pay Date: 9/26/19	No	\$360.00
20119	09/25/2019	No	CHK	Radovich Builders, LLP	Installed two new light fixtures	No	\$1,012.00
20120	09/25/2019	No	CHK	Seymour Housing Authority	Fed fund payroll # 19 & 20	No	\$14,239.59

Seymour Housing Authority
Vendor Accounting Cash Payment/Receipt Register
Moderate Rental

Filter Criteria Includes: 1) Project: All, 2) Payment Date: All, 3) Financial Period: September 2019, 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 Banknorth, Bank Account: 12345, GL Account: 1111.2

Posted Payments

Doc Num	Payment Date	Voided	Type	Document Recipient	Document Description	Cleared	Amount
40113	09/06/2019	No	CHK	Seymour Housing Authority	MR Pays Rent To SGAL	No	\$1,741.67
40114	09/11/2019	No	CHK	Charles Payne Jr	Failed to find burnt siding or rotted h	No	\$5,454.40
40115	09/12/2019	No	CHK	Seymour Housing Authority	AP MR 09/06 11/2019 reimburse	No	\$11,766.27
40116	09/16/2019	No	CHK	Treasurer, State of Connecticut	Fingerprints B Redzepi G Redzepi D	No	\$39.75
40117	09/17/2019	No	CHK	Buddy's Fuel, LLC	Install new tstat at 34 Chamberlain	No	\$1,387.00
40118	09/17/2019	No	CHK	Connecticut Housing Finance Aut	Loan 96089D Payment SHA	No	\$479.75
40119	09/17/2019	No	CHK	Europa Enterprises, LLC	Paint railings and door at 23 Seymo	No	\$600.00
40120	09/25/2019	No	CHK	Radovich Builders, LLP	Changed core in entry door at 25 Se	No	\$65.00
40121	09/25/2019	No	CHK	Seymour Housing Authority	MR fund Payroll # 19 & 20	No	\$12,191.09

SHA Development Corporation

Filter Criteria Includes: 1) Project: SHA Development Corporation, 2) Payment Date: All, 3) Financial Period: September 2019, 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 Banknorth, Bank Account: 12345, GL Account: 1000

Posted Payments

Doc Num	Payment Date	Voided	Type	Document Recipient	Document Description	Cleared	Amount
333	09/06/2019	No	CHK	Ferguson & McGuire/APS	Property Insurance	No	\$1,219.20

Minutes
Exhibit I

**Seymour Housing Authority
Vendor Accounting Cash Payment/Receipt Register
Smithfield Gardens**

Filter Criteria Includes: 1) Project: 014 - Smithfield Gardens Assisted Living, 2) Payment Date: All, 3) Financial Period: September 2019, 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 Banknorth, Bank Account: 4318164011, GL Account: 1120.1

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Vended</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
90531	09/06/2019	No	CHK	Seymour Housing Authority	SGAL pays To Federal Management	No	\$4,965.00
90532	09/06/2019	No	CHK	Seymour Housing Authority	Payment to Revolving Fund from S	No	\$3,041.00
90533	09/11/2019	No	CHK	Charles Payne Jr	Floor outlet apart install washers to c	No	\$4,433.90
90534	09/11/2019	No	CHK	Advance Communications Inc	Message service 7/24 - 8/20/19	No	\$109.12
90535	09/11/2019	No	CHK	Allen's Plumbing Supply	AMGRANBY Union SXS	No	\$97.19
90536	09/11/2019	No	CHK	Buddy's Fuel, LLC	A/C leaking	No	\$435.00
90537	09/11/2019	No	CHK	Europa Enterprises, LLC	Paint apt 212	No	\$3,560.00
90538	09/11/2019	No	CHK	Eversource	Act# 51083234013	No	\$5,940.30
90539	09/11/2019	No	CHK	Eversource	Act# 5147 148 3099	No	\$341.84
90540	09/11/2019	No	CHK	Fire System Services, LLC	Fire Sprinkler System Inspection	No	\$617.50
90541	09/11/2019	No	CHK	Grassy Turtle LLC	5 step fertilizer treatment	No	\$1,033.00
90542	09/11/2019	No	CHK	Griffin Hospital Occupational Medi	Urine test for Jake Lasprogato	No	\$65.00
90543	09/11/2019	No	CHK	HD Supply	Cleaning supplies	No	\$366.64
90544	09/11/2019	No	CHK	Malangone Heating, A/C & Refrig	Serviced ice machine	No	\$473.00
90545	09/11/2019	No	CHK	Oxford Lumber & Building Materia	DRAMM 12721 Red Spray nozzle	No	\$10.99
90546	09/11/2019	No	CHK	Seymour Janitorial Services	Monthly cleaning of two bathrooms a	No	\$168.00
90547	09/11/2019	No	CHK	TPC Associates, Inc.	Bad door contact for wing 2 exit doo	No	\$678.00
90548	09/11/2019	No	CHK	Valley Electric Supply Company	Bulbs for SGAL	No	\$501.90
90549	09/11/2019	No	CHK	WB Mason	Office supplies, Ink and toner, and la	No	\$339.12
90550	09/11/2019	No	CHK	Window Products Awning, Blind &	Two mini blinds for apt 121	No	\$420.00
90551	09/12/2019	No	CHK	Seymour Housing Authority	AP SGAL 09/06 11/2019 reimburse	No	\$13,166.27
90552	09/16/2019	No	CHK	Cura Hospitality, LLC	Meal Services - June 2019	No	\$28,570.90
90553	09/25/2019	No	CHK	Seymour Housing Authority	SGAL fund payroll # 19 & 20	No	\$26,686.86

Minutes
Exhibit II

OCTOBER 2019

HOUSING AUTHORITY OF THE TOWN OF
SEYMOUR

Executive Director's Report

Minutes Exhibit II

Occupancy

CALLAHAN HOUSE 2019 YEAR TO DATE VACANCIES

Callahan House remained fully occupied during August and September 2019. Callahan House has experienced 125 days vacant since January 1, 2019 and has averaged 17.85 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: 80 units X 365 days = 29,200 days available; 125 days/29200 days available = 0.42808% percentage through September 30, 2019.

Beginning with July 1, 2011, HUD is using a new formula being applied to the Operating subsidy Calculation. HUD is allowing 3% vacancy. Vacancy over the 3% will not be paid in subsidy. For example, Callahan House has: 80 units X 12 mos. =960 unit months available (UMA). $960 \times 3\% = 29$ UMA or 348 days. For 2020 FYE Budget we used 11 days have 337 days remaining to use. For 2019 FYE Budget we have used 177 vacancy days and have a balance of 171 vacancy days to use. In 2017 we used 203 vacancy days and in 2018 we used 329 vacancy days.

CALLAHAN HOUSE		VACANCY/TURNOVER DAYS			
Federal Elderly		VACANCY/TURNOVER DAYS			
UNIT	PRIOR RESIDENT	MOVE OUT	RESIDENT	NEXT	NO.OF DAYS
				IN-DATE	
2X	Dixon	1/3/2019	Hayden	1/17/2019	14
4A	Hayden	1/17/2018	Bellucci	3/1/2019	43
2T	Leavitt	1/30/2019	Mooney	2/8/2019	9
4M	Bellucci	3/1/2019	Casci	4/1/2019	30
2H	Lamond	3/1/2019	Wheway	3/7/2019	6
3G	Casci	4/1/2019	Posh	4/12/2019	12
1N	Proto	7/08/2019	Crosby	07/19/2019	11

Average number of vacancy days per vacancy

17.85

Minutes Exhibit II

NORMAN RAY HOUSE 2019 YEAR TO DATE VACANCIES

Norman Ray House remained fully occupied during August and September 2019. Norman Ray House has experienced 190 days vacant since January 1, 2019 and has averaged 21.11 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 = 14,600 days available; 190 days/14,600 days available = 1.301% percentage through September 30, 2019.

Beginning with July 1, 2011, HUD is using a new formula being applied to the Operating subsidy Calculation. HUD is allowing 3% vacancy. Vacancy over the 3% will not be paid in subsidy. For example, Norman Ray House has: 40 units X 12 mos. = 480 unit months available (UMA). $480 * 3\% = 14.4$ UMA or 168 days. For the 2020 budget we have used 38 days and have 130 days remaining to use. For 2019 FYE Budget we have used 240 vacancy days and have exceeded UMA by 72 days. In 2017 we used 39 vacancy days and in 2018 we used 164 vacancy days.

RAY HOUSE		VACANCY/TURNOVER DAYS			
Federal Elderly		VACANCY/TURNOVER DAYS		2019	
PRIOR					
UNIT	RESIDENT	MOVE OUT	RESIDENT	NEXT IN-DATE	NO.OF DAYS
5	Schwartz	1/30/2019	Farizo	2/20/2019	21
39	Simmonds	3/8/2019	Hannon	4/22/2019	45
18	Garafano	4/8/2018	Sheehy	5/3/2019	25
23	MacDonald	5/3/2019	Cetrone	5/17/2019	14
25	Galezowski	4/22/2019	Figueroa	5/8/2019	26
40	Listro	5/30/2019	West	6/20/2018	21
19	West	6/20/2019	West	07/08/2019	18
16	Magyar	6/30/2019	Johnson	07/16/2019	16
40	West	07/08/2019	Tuozzola	07/12/2019	4

Average number of vacancy days per vacancy

21.11

Minutes Exhibit II

STATE MODERATE RENTAL 2019 STATE MODERATE VACANCY

The Moderate Rental program experienced one move in during September 2019. The Moderate Rental Program has experienced 286 days vacant since January 1, 2019 and has averaged 35.75 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: 81 units X 365 days = 29,565 days available; 286 days/29,565 days available = 0.9674% percentage through September 30, 2019.

MODERATE RENTAL			VACANCY/TURNOVER DAYS			
State Moderate Rental			VACANCY/TURNOVER DAYS			
Base Rent	UNIT	PRIOR RESIDENT	MOVE OUT	RESIDENT	2019 NEXT IN-DATE	NO.OF DAYS
\$ 475	25S	Dalvano-Burling	11/6/2018	Guzman	1/15/2019	15
\$ 482	28S	Speigel	4/8/2019	Wilson	5/3/2019	25
\$ 475	4C	Wilson	5/3/2019	Umpierre	7/01/2019	58
\$ 485	8B	Hannon	4/22/2018	Nieves	6/20/2019	59
\$ 485	34C	Piper	6/30/2019	Daniels	8/2/2019	33
\$ 475	23S	Begnoche	07/01/2019	Swain	8/22/2019	53
\$ 482	21C	Teal	08/06/2019	Torres	9/10/2019	35
\$ 482	23C	A ElHanaoui	08/06/2019	CElhanaoui	8/14/2019	8

Average number of vacancy days per vacancy: 35.75

We have experienced \$4,572 in vacancy Loss since January 1, 2019. We have budgeted \$3,213 for vacancy loss through September 30, 2019.

Minutes
Exhibit II

SMITHFIELD GARDENS ASSISTED LIVING 2019 YEAR TO DATE VACANCIES

Smithfield Gardens experienced one move in and two move out during September 2019 and 3 units remained unoccupied. Smithfield Gardens has experienced 658 days vacant since January 1, 2019 and has averaged 47 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: 56 units X 365 days = 20,440 days available; 658days/20,440 days available = 3.219% percentage through September 30, 2019.

Smithfield Gardens Assisted Living		VACANCY/TURNOVER DAYS			
SGAL		VACANCY/TURNOVER DAYS			2019
UNIT	PRIOR RESIDENT	MOVE OUT	RESIDENT	NEXT IN-DATE	NO.OF DAYS
210	Pucci	11/6/2019	Finnell	1/18/2019	12
128	Forcier	1/21/2019	Pollman	4/10/2018	51
222	Hersh	1/28/2019	Muldoon	3/30/2019	31
127	Howard	2/4/2019	Carroll	5/7/2019	99
206	Turek	2/28/2019	Casinghino	5/13/2019	75
120	Dobson	4/30/2019	Franklin	6/30/2019	61
119	Sweat	6/12/2019	Szostek	7/08/2019	25
209	Moseley	6/13/2019	St. George	7/08/2019	24
127	Carroll	7/03/2019	Meyer	8/1/2019	28
212	Glynn	7/09/2019	Quiinn	9/27/2019	79
121	Bogen	7/12/2019	Vacant		80
228	McGrath	8/23/2019	Vacant		38
218	Cohen	8/23/2019	Vacant		38
211	Veillette	9/13/2019	Vacant		17

Average number of vacancy days per vacancy: 47

We have experienced \$24,248 vacancy loss since January 1, 2019. We have budgeted \$20,427 for vacancy through September 30, 2019.

Minutes
Exhibit III

Donald W. Smith, Jr., P.E.
CONSULTING ENGINEER
56 Greenwood Circle
Seymour, Connecticut 06483
(203) 888-4904
Fax: (203) 881-3434
Email: dsmith@shcglobal.net

CIVIL ENGINEERING
SEPTIC DESIGN

CONSTRUCTION INSPECTION
SITE DEVELOPMENT

Mr. David J. Keyser, Secretary
Smith Street Assisted Living LP &
SHA Development Inc.
28 Smith Street
Seymour, CT 06401

July 23, 2019

RE: Smithfield Gardens
Yard Drain and Retaining Wall Repairs

Dear Commissioners,

Please be advised that we have reviewed the bid received from Swan Excavation Co., LLC (copy attached) for the above referenced project dated 7/17/19 and find it to be in compliance with the requirements of the Bid Documents and that their Bid is fair and equitable for the proposed work. We are familiar with the work performed by Swan Excavation Co. LLC and recommend them highly for this project.

Based on the above, we recommend that the Authority award the above referenced project to Swan Excavation in an amount not to exceed FIVE THOUSAND TWO HUNDRED DOLLARS (\$5,200.00).

We trust that this information allows the Board to make an informed decision regarding this matter.

Please feel free to contact me if you have any questions regarding this matter.

Very truly yours,



Donald W. Smith, Jr., P.E.
Consulting Engineer

Minutes
Exhibit III

Proposal

Swan Excavation Co, LLC

5 Johnson St
Beacon Falls, CT 06403

7/17/2019

(203) 729-4632

Seymour Housing Authority
Smith St
Seymour, CT 06483

RE: Yard Drain

- Cbyd
- Excavate and install new 24"x24" concrete yard drain.
- Connect new 6" sdr35 pipe from new basin to existing catch basin.
- Remove excess material, loam, seed and hay disturbed areas
- Excavate and straighten/corner portion of wall and backfill install stone.
- 2 hand dug test holes in parking area and patch.

Total: \$5,200.00

Possible Addendums

- Ledge, boulders unable to remove.
- Unforeseen, unsuitable ground.
- Any contract changes

Any questions please call Brian @ (203) 627-3884

Thank You

Swan Excavation Co. LLC

Minutes
Exhibit IV

Requested Changes to the Personnel Policies

Existing language to be changed is crossed out; suggested new language is highlighted

18) Full-Time Employees - Vacation Leave

Regularly scheduled full-time employees, actively at work, earn 10 vacation days per year effective with date of hire or full-time employment. Vacation time off may be granted only after the employee has completed his probationary period. If the employee is separated from service prior to completing his probationary period, any earned vacation time is forfeited. ~~Vacation time is awarded at the start of each calendar year.~~ Vacation time is awarded twice per year, half on January 1 and half on July 1. New hires will be granted the annual equivalent of vacation time based on date of hire.

- A) Regularly scheduled full time employees with over five years of service shall earn 15 days of paid vacation leave annually. Vacation time for the calendar year in which the employee completes five years of service will be calculated on a pro-rata basis. For example, an employee who completes five years of service on June 30, would receive 10 days x 6/12 months + 15 days x 6/12 months = 12.5 vacation days.
- B) Regularly scheduled full time employees with over ten years of service shall earn 20 days of paid vacation leave annually. Vacation time for the calendar year in which the employee completes ten years of service will be calculated on a pro-rata basis. For example, an employee who completes ten years of service on June 30, would receive 15 days x 6/12 months + 20 days x 6/12 months = 17.5 vacation days.
- C) The term "days" shall be construed to mean "work day".
- D) Requests for vacation shall be submitted to their supervisor for approval at least fourteen (14) days in advance. Requests with less than fourteen days' notice may be denied. Requests for time off during peak operational periods may also be denied. For example; due to the Public nature of the operation, financial or occupancy reporting and processing periods may not be convenient for the operation, such as the last week of the month. Therefore the Executive Director or Supervisor may deem it necessary to deny a request for time off during these periods. Multiple requests for time off on the same days may be denied in an effort to keep the operation from being impeded as a result of not enough people to handle the flow of public business traffic.
- E) Vacation leave earned but not taken by administrative and maintenance employees may be accumulated, not to exceed ~~twenty-five working days (200 hours)~~ ten working days (80 hours), to be taken at a later date mutually agreed upon by the employee and the Executive Director. ~~Maintenance employees may not accumulate vacation days and will be paid for unused vacation time annually.~~
- F) Any employee who becomes ill during the course of his/her vacation shall be given an opportunity to change his/her vacation to sick leave if he/she so desires with the condition that the employee file with the Executive Director a physician's certificate confirming the illness.
- G) Employees shall receive payment for all unused vacation time upon normal retirement.
- H) In the event of an employee's death, his or her wife or husband, or in the absence of either, his or her beneficiary or estate shall be paid for all unused vacation time.
- I) Employees, generally, shall be encouraged to take annual vacations to the extent of the amount of earned annual leave.

- J) An employee who is permanently separated shall be paid in a lump sum for any accumulated vacation leave earned but not yet used at his current rate of pay, except where his dismissal is due to malfeasance. For example, an employee leaving on June 30 of the current year, would be paid for one-half of his vacation time awarded in that year if no vacation time was taken, and any accumulated unused vacation time from prior years.
- K) In no event shall an employee be paid for vacation leave not taken, except as provided above.

19) Full-Time Employees - Sick Leave

All regularly scheduled full-time employees who are actively working shall be granted sick leave at the rate of 15 days per year, cumulative to a maximum of one hundred fifty (150) days (1,200 hours). ~~Sick leave will be awarded at the beginning of each calendar year. Sick leave is awarded twice per year, half on January 1 and half on July 1.~~ Newly hired employees will be granted a proportionate number of sick days relative to the date of hire.

- A) Employees absent due to illness for more than three days shall be required to follow the provisions outlined in Section 25 (Medical Leave).
- B) Sick leave shall be construed as sickness of the employee and not of the employee's family.
- C) An employee eligible for sick leave shall be granted sick leave for the following reasons only:
 - a) Personal illness or physical incapacity;
 - b) Enforced quarantine of the employee in accordance with community health regulations;
 - c) Doctor or dentist appointments;
- D) No employee shall be entitled to any sick leave when such leave is caused by an injury received during self-employment or any form of enumeration or employment by any other individual, agency, partnership, firm or corporation.
- E) Sick leave with pay in excess of three consecutive working days for reasons of personal illness or physical incapacity will be approved upon the presentation of a medical certificate. Said medical certificate will certify that the employee's condition prevented him/her from performing the duties of his/her position. The Executive Director may, at his or her sole discretion, require an employee to supply a medical certificate for one (1), two (2), or three (3) days' sickness if he or she believes that the employee is abusing sick leave or non-service connected injury leave. Any abuse of sick leave shall result in appropriate disciplinary action.
- F) Under no conditions shall an employee receiving sick leave pay from the Housing Authority undertake a job other than a job he/she holds with the Housing Authority.
- G) Any full time employee who has used up his/her accumulated sick leave as provided for shall be covered by short-term disability insurance, for a maximum period for any one disability of twenty-six (26) weeks.
- H) Upon normal retirement, employees will be compensated for one half of the sick time accumulated at that time.
- I) Upon other separation from service, the Executive Director, or his designee, will determine compensation available for unused sick time accrued.

20) Part-Time Employees - Paid Time Off

Paid time off (PTO) will be granted ~~at the start of each year~~ based on the employee's normal weekly schedule. Employees may use paid time off hours for vacation, holiday, sick, bereavement or other personal use. Paid time off may be granted only after the employee has completed his probationary period. If the employee is separated from service prior to completing his probationary period, any earned paid time off is forfeited. ~~Paid time off is awarded at the start of each calendar year. Paid time off is awarded twice per year: half on January 1 and half on July 1.~~ New hires will be granted the annual equivalent of paid time off based on date of hire.

First Five Years of Service – Part Time Employees

Part-time employees regularly scheduled for 29 hours per week or less who have not yet completed five years of active service will be awarded 2.5 weeks of paid time off, calculated based on their regular schedule, on an annual basis.

Part-time employees regularly scheduled for 30 - 39 hours per week who have not yet completed five years of active service will be awarded 3.5 weeks of paid time off, calculated based on their regular schedule, on an annual basis.

Service Years Five through Ten – Part-Time Employees

Part-time employees regularly scheduled for 29 hours per week or less having completed five years of service will be awarded 3.5 weeks of paid time off, calculated based on their regular schedule, on an annual basis. Paid time off awarded in the year in which the employee completes five years of service will be awarded based on the pro-rata calculation of the amount earned before and after the fifth-year anniversary.

Part-time employees regularly scheduled for 30 - 39 hours per week having completed five years of service will be awarded 4.5 weeks of paid time off, calculated based on their regular schedule, on an annual basis. Paid time off awarded in the year in which the employee completes five years of service will be awarded based on the pro-rata calculation of the amount earned before and after the fifth-year anniversary.

Service Years Ten through Retirement – Part-Time Employees

Part-time employees regularly scheduled for 29 hours per week or less having completed ten years of service will be awarded 4.5 weeks of paid time off, calculated based on their regular schedule, on an annual basis. Paid time off awarded in the year in which the employee completes ten years of service will be awarded based on the pro-rata calculation of the amount earned before and after the tenth-year anniversary.

Part-time employees regularly scheduled for 30 - 39 hours per week having completed ten years of service will be awarded 5.5 weeks of paid time off, calculated based on their regular schedule, on an annual basis. Paid time off awarded in the year in which the employee completes ten years of service will be awarded based on the pro-rata calculation of the amount earned before and after the tenth-year anniversary.

- A) Part-time employees may carry over up to 80 hours of paid time off at the end of each calendar year into the next calendar year.
- B) Requests for paid time off shall be submitted to the employee's supervisor for approval at least fourteen (14) days in advance. Exception will be granted in the case of employee illness, bereavement or other emergency.

minutes
Exhibit *II*

- C) Separation from Service – At the discretion of the Executive Director, part-time employees who are separated from service may be compensated for a portion of their accrued paid time off.
- D) Change of Schedule – If an employee's normal work schedule is permanently changed, the paid time off award will be recalculated at that point to properly reflect the change of hours.

Resolution 421

Minutes
Exhibit V

**Certifications of Compliance with
PHA Plans and Related Regulations
(Standard, Troubled, HCV-Only, and
High Performer PHAs)**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 02/29/2016

**PHA Certifications of Compliance with the PHA Plan and Related Regulations including
Required Civil Rights Certifications**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5 5-Year and/or Annual PHA Plan for the PHA fiscal year beginning 01/2020, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
7. For PHA Plans that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

Minutes
Exhibit V

12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
13. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
14. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
16. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
17. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
18. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
19. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Seymour Housing Authority

CT-035

PHA Name

PHA Number/HA Code

Annual PHA Plan for Fiscal Year 20

X 5-Year PHA Plan for Fiscal Years 2020 - 2024

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012, 31 U.S.C. 3729, 3802)

Name of Authorized Official

Brenda A. White

Brenda A. White

Title Chairperson

Signature

Date

Resolution 100 Minutes
Exhibit VI

Civil Rights Certification
(Qualified PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB Approval No. 2577-0226
Expires 02/29/2016

Civil Rights Certification

Annual Certification and Board Resolution

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official, I approve the submission of the 5-Year PHA Plan for the PHA of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the public housing program of the agency and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.

Seymour Housing Authority

CT035

PHA Name

PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (48 U.S.C. 1601, 1616, 1612, 31 U.S.C. 3729, 3802)

Name of Authorized Official

Title Chairperson

Brenda A. White

Signature

Date