

Housing Authority of the Town of Vernon

Meeting location: 114 Franklin Park West, Vernon CT 06066 Community Room

REGULAR MEETING- February 13, 2025

Chairperson Sean Hadden called to order at 1:00 pm. Attendance upon roll call:

PRESENT: Chairperson Sean Hadden, Commissioners Steve Wakefield, Carl Schaefer and David Howey (attend 1:19pm). Wendy Ng, Nicole Nadeau and Shenoa Steves. Maria DeMarco from DeMarco Management Corporation.

ABSENT: None

Public Comment:

1. I. Mills, 14 FPE resident, proposal to add in Newsletter to tell residents for VHA staff hiring and/or termination.

Chairperson Sean Hadden asked for a motion to approve regular meeting minutes on January 9, 2025. Motion made by Commissioner Steve Wakefield, Seconded by Commissioner Carl Schaefer. Motion carried.

Department Head Reports:

Each Department head gave a brief report of the past months accomplishments and their concerns/ needs going forward.

Wendy Ng Finance Manager gave monthly financial report and January 2025 budget vs actual.

Chairperson Sean Hadden asked for a motion to accept the monthly financial report and bills paid. Motion made by Commissioner Steve Wakefield, Seconded by Commissioner David Howey. Motion carried.

Interim Director of DeMarco Management gave the reports.

Old Business: None

New Business: Logo Design – Vernon Housing Authority has 2 logo design. Discuss on re-design another logo.

Policy Review Process/HOTMA Implementation – VHA employees need training.

Tenant Advisory Board – Finance Manager gave the Tenant Advisory Board Lists.

Orchard St. Condo Association - Maria DeMarco will work on the to solve. Work to terminate the agreement between Non-Profit Development Corp. and Orchard St. Condo Association.

RFP-Eviction Attorney – RFP sends out to hire Eviction Attorney.

Informational: HUD Audit Feb. 10, 2025-Feb. 14, 2025

Executive Session: Employee Matters

At 2:31pm, Commissioner David Howey made a motion move into Executive Session, Commissioner Steve Wakefield second the motion. All present voted for the approval of the motion. Motion carried.

Finance Manager Wendy Ng and Public House Manager Shenoa Steves, Maintenance Supervisor Nicole Nadeau invited by the board to stay. Wendy, Shenoa and Nicole left the Executive Session on 2:46pm.

Motion to end executive session at 3:08pm by Commissioner David Howey, seconded by Steve Wakefield. All present approved. Motion carried.

The next meeting will be held on March 13, 2025, at 55 Grove Street, Vernon, CT 06066, community room at 1:00 pm.

The February Regular Meeting was adjourned at 3:08 pm on a motion by Commissioner Steve Wakefield, Seconded by Commissioner David Howey. Motion carried.