



MELVINDALE HOUSING COMMISSION

Regular Meeting November 18, 2019

A regular meeting of the Melvindale Housing Commission Board was held on November 18, 2019 at 3:00 p.m. the community room of Coogan Terrace.

Chairperson Herman called the meeting to order at 3:00 p.m.

ROLL CALL: Ansley, Carmen Cotto, Hector Cotto and Herman were present

Commissioner Ansley moved to excuse Commissioner DeCaire absence; C. Cotto seconded. Motion approved unanimously.

Also present: Staff – Cynthia C. Telfer, Executive Director; Elizabeth Dionisi, Financial Assistant; Sheri Hall, Property Manager; Allison Walker, ROSS Coordinator and Veronica Echevarria, Rental Assistance Manager.

I. Approval of Agenda

C. Cotto moved to approve the agenda *H. Cotto* seconded.
Motion approved 4– 0 (Ansley, Cotto, Cotto, and Herman)

II. Approval of Minutes

October 21, 2019 Regular Meeting minutes

Ansley moved to approve the board minutes from October 21, 2019, *H. Cotto* seconded. Motion approved 4– 0 (Ansley, Cotto, Cotto, and Herman)

III. New Business

Resolution 2019-016 To Approve Revision to the Administrative Plan

H. Cotto moved, *Ansley* seconded to approve Resolution 2019-016 to amend the Housing Choice Voucher Administrative Plan for inspections. Motion approved 4 – 0 (Ansley, Cotto, Cotto, and Herman)

Resolution 2019-017 Approval To Write Off Remaining Assets

C. Cotto moved, *Ansley* seconded, to approve Resolution 2019-017 to write off assets previously held by Melvindale Housing Commission.
Motion approved 4– 0 (Ansley, C. Cotto, H. Cotto and Herman).

IV. Commission Reports

Staff reviewed reports – Board accepted and noted they would be placed on file.

V. Communication - October Newsletter

VI. Public Commentary

- Annette Taylor #117 – accolades to Ms. Hall for her diligence in inspecting completed units. A request to fellow residents, “try to treat the hospitality suite as your own and leave it clean”. Support expressed for the Family Unification Grant. Again to fellow residents, try to be mindful of your tone to others.
- Sandra Hornok #206 – Loves her apartment. Having regular monthly service next week in the Community Room at 6:30 p.m. – group is growing and everyone is welcome.

VII. Announcements by Commissioner’s

- **Ansley – no announcements**
- **H. Cotto – Kiwanis dinner is December 21, 2019, everyone is welcome.**
- **C. Cotto – Happy Thanksgiving – please share with other residents if you become aware of someone who may need a meal or fellowship.**

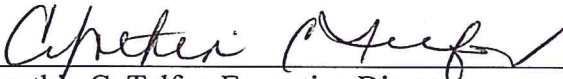
VIII. Adjournment

Ansley motioned; *C. Cotto* seconded to adjourn at 3:45 p.m.

Motion passed unanimously.



C. Sue Herman, Chair



Cynthia C. Telfer, Executive Director