

**MINUTES**  
**Housing Authority of the Town of Darien**  
**Special Meeting**  
**Tuesday, December 2<sup>nd</sup> 2014**

A special meeting of the Commissioners of the Housing Authority of the Town of Darien was held Tuesday, December 2<sup>nd</sup> 2014 at The Heights at Darien Community Room located at 24 Allen O'Neill Drive, Darien. The meeting was called to order at 6:30pm.

Present were Commissioners Jan Raymond, Joe Warren, Lorraine Golino, Peter Bigelow, and Allen Delaney. Also present was Matthew Anderson of Imagineers on behalf of the Property Manager. Co-Developers of The Heights Arthur Anderson, John McClutchy and Todd McClutchy were also present.

**AON Association:** No Report

**Senior Resident Association:** No Report

**Minutes:** Minutes from the October 28<sup>th</sup> 2014 meeting were reviewed. Jan Raymond motioned to accept the minutes and Joe Warren seconded.

**Paid Bill Report:** Paid Bills for AON Development and E187 were reviewed. The paid bills were accepted as submitted by a motion by Joe Warren and seconded by Allen Delany.

**Property Manager Report:** Matthew Anderson reported that Jane Matthews was hired temporarily to replace Nichole Jefferson during her maternity leave. She will be working part time during the three month leave. Matthew reported that the lottery for 25 applicants for the second floor waiting list at OTHH is completed and the waiting list is closed. OTHH has an active waitlist for both first and second floor units. Matthew also provided the Commissioners with a copy of the OTHH inspection report requested at the last meeting. Lastly snow removal bids were provided for review from three qualified bidders. The lowest qualified bid was accepted.

**Tenant Elections Update:** An update was provided to the Commissioners via a memo from the League of Woman Voters.

**OTHH Development Update:** The Resident Participation Plan was provided to the Resident Association for review.

**New Business:** No new business

**Old Business:** No old business

With no Executive Session agenda items a motion was made to adjourn the meeting and it was seconded. Meeting was adjourned at 7:02