

**WESTPORT HOUSING AUTHORITY**  
5 Canal Street, Westport, Connecticut  
Minutes of the Regular Meeting of the Board of Commissioners  
January 9, 2019 at 7:00 PM

Attendees: D. Newberg, G. Halloran, C. Martin, K. Wauchope, J. Nixon, B. Whitaker, A. Sayegh

The WHA Meeting was called to order at 7:07 PM when there was a quorum.

The meeting minutes for the Special Meeting of Dec 18, 2018 was unanimously approved.

Two members of the public were in attendance, Randy Christopherson and Joan Beer. The Chairman opened the Public portion of the meeting. Mr. Christopherson requested a copy of the WHA By-laws, and inquired about the services of Millennium Real Estate Services and the WHA resident services staff services.

B. Whitaker reviewed the cash report with the attendees. J. Nixon inquired what the right size reserve is for. B. Whitaker stated that this reserve was required by the investor and may be returned if the asset meets or exceeds performance measures, mainly a 1.15 debt service coverage ratio.

C. Martin provided the Board an update on property management items. Of her primary concerns is the problem of residents and guests not obeying the one-way traffic rules at 1655 Post Road East and Hales Court. New stripping and more signage will be addressed in the spring.

A. Sayegh reviewed the resident services budget for each property for 2019. There were several questions on the properties resident programs. A. Sayegh read aloud a resident thank you note for the holiday gift.

C. Martin will request the auditors present the audited financial statements in person to the Board at a future meeting. The audit is being conducted now and will continue through February.

The Board went into Executive Session at 7:58 PM and came out of Executive Session at 8:46 PM, and no action was taken in Executive Session.

Hearing no further business, the Board adjourned the meeting at 8:46 PM.