**MINUTES**

**Special Meeting**

Willington Housing Authority-Willington, CT

Tuesday, July 7, 2020 – 1 p.m.

Via a conference call in accordance with the Governor’s executive Order 7B (issued March 23, 2020)

**Present** (via conference call on (385) 799-9573): Chairman Don Berg, Treasurer Claudia D’Agata, Member William Bunnell.

**1. Call to Order** – 1:03 p.m.

No members of the public were present (and none entered during the conference call).

**2. Old Business – Senior Housing “Button Hill”**

Management contracts- Chairman D. Berg stated that it is his opinion that the Button Hill management contracts were best discussed by the Board within Executive Sessions, with the Board having negotiations amongst themselves about the best management candidate to hire after reviewing the proposals for services offered and the cost for those services. The Boards choice for our property-management team for Button Hill Senior Housing was noted in our July 1, 2020 special meeting minutes in accordance with 1-210 (b) (24).

**3. Anticipated vote to enter into Executive Sessions**-Before a vote, D. Berg discussed how he had a recent conversation with counsel about how the Board requested and selected proposals for management of Button Hill Senior Housing. While the Board’s hiring may be acceptable, counsel advised that we pause the hiring until the matter can be reviewed. The management team that was chosen by the Board has been advised of these concerns this morning and they are on-board with pausing the hiring so that our attorneys can review. D. Berg also discussed if the Board might consider approving payment for the cost for legal counsel to review and make recommendations.

**W. Bunnell made a motion that Button Hill Senior Housing pay the legal expenses related to counsels’ recommendations for assuring a proper management hiring process.** D. Berg seconded, there was no discussion, the motion passed unanimously.

**4. Executive Sessions**

No motion or vote was made to enter Executive Sessions.

**5. Exit Executive Sessions**

Since the Board did not enter Executive Sessions, no motion or vote was made to exit Executive Sessions.

**6. Vote on any business**

No additional business was discussed.

**7. Approval of Minutes**

The Board reviewed the minutes of the Regular meeting of 5/18/2020 that had been accepted at the 6/15/2020 Regular meeting. D. Berg noted that it appeared that the 6/15/2020 meeting may not have been properly warned so the approval of the 5/18/2020 regular meeting minutes should be re-affirmed. He also noted that the three motions taken during the 6/15/2020 meeting had already been restated, voted on and reaffirmed during the 6/30/2020 Special meeting. D. Berg made a “**Motion to confirm the acceptance of the minutes of the 5/18/2020 regular meeting**”, C. D’Agata seconded, there was no discussion, the motion passed unanimously.

The Board reviewed the minutes of the 6/15/2020 Regular meeting. W. Bunnell made a “**Motion to accept the minutes of the 6/15/2020 regular meeting, as written**”, C. D’Agata seconded, there was no discussion, the motion passed unanimously.

The Board reviewed the minutes of the 6/23/2020 Special meeting. W. Bunnell made a “**Motion to accept the minutes of the 6/23/2020 special meeting**”, C. D’Agata seconded, there was no discussion, the motion passed unanimously.

The Board reviewed the minutes of the 6/30/2020 Special meeting. C. D’Agata made a “**Motion to accept the minutes of the 6/30/2020 special meeting**”, W. Bunnell seconded, D. Berg said that the minutes should have noted, in the header, that it was a Special meeting. The Board agreed and the motion was modified. C. D’Agata made a “**Motion to accept the minutes of the 6/30/2020 special meeting and the minutes should have noted in the header that it was a Special meeting**”, W. Bunnell seconded. No further discussion. The motion passed unanimously.

Finally, the Board reviewed the 7/1/2020 Special meeting minutes. C. D’Agata made a “**Motion to accept the minutes of the 7/1/2020 Special meeting**”, W. Bunnell seconded, D. Berg noted that the minutes should have noted, in the header, that it was a Special meeting. The Board agreed and the motion was modified. C. D’Agata made a “**Motion to accept the minutes of the 7/1/2020 special meeting and the minutes should have noted in the header that it was a Special meeting**. W. Bunnell seconded. No further discussion. The motion passed unanimously.

**Vote to Adjourn** – The vote to adjourn the meeting was taken, it was unanimous and the meeting adjourned at 1:44 p.m.

*Respectfully submitted by*



Chairman Don Berg

*Please note that minutes are posted prior to being officially approved – changes/corrections are normally indicated in the subsequent month’s meeting minutes.*