



NORWICH HOUSING AUTHORITY

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**NORWICH HOUSING AUTHORITY
REGULAR BOARD MEETING
WESTWOOD PARK COMMUNITY ROOM
10 WESTWOOD PARK, NORWICH, CT
JANUARY 14, 2026
4:30 PM**

I. Roll Call

II. Minutes

- A. Special Meeting, December 10, 2025.
- B. Regular Meeting, December 10, 2025.

III. Communications

- A. Memo dated January 2, 2026 from Jeffrey Arn, Executive Director, to Board of Commissioners regarding 2026 Conferences and Travel.
- B. Memo dated January 5, 2026 from Lucia Smith, Deputy Executive Director/Finance Director, to Jeffrey S. Arn, Executive Director, regarding Vacated Tenants' Accounts Receivable for the Federal Housing Program.
- C. Memo dated January 5, 2026 from Lucia Smith, Deputy Executive Director/Finance Director, to Jeffrey S. Arn, Executive Director, regarding Vacated Tenants' Accounts Receivable for the State Housing Programs.

IV. Report of the Executive Director

- A. Bills – December 2025
- B. Vacancy Report – January 1, 2026
- C. Modernization Report
- D. Housing Choice Voucher Portfolio Report – January 1, 2026
- E. Other Items

V. Unfinished Business

VI. New Business

- A. Resolution R-26-01-1752 to Resolution to write off vacated uncollectible tenants accounts receivable in the Federal Program.
- B. Resolution R-26-01-1753 – Resolution to write off vacated uncollectible tenants accounts receivable in the State Elderly Program – Schwartz Manor.
- C. Resolution R-26-01-1754 – Resolution to write off vacated uncollectible tenants accounts receivable in the State Elderly Program – Rosewood Manor.
- D. Resolution R-26-01-1755- Resolution to write off vacated uncollectible tenants accounts receivable in the State Moderate Program.
- E. Commission Members
- H. Other

VII. Executive Session

VIII . Adjournment

RESOLUTION NO. R-26-01-1752

RESOLUTION OF THE NORWICH HOUSING AUTHORITY

WHEREAS, the Norwich Housing Authority (“Authority”) has certain tenants’ accounts receivable in its Federal Low Income Program which are over one year old or uncollectible totaling \$8,383.36; and

WHEREAS, having uncollectible receivable on the books of account does not reflect an accurate financial picture;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners hereby authorizes the Executive Director to write off these accounts.

RESOLUTION NO. R-26-01-1753

RESOLUTION OF THE NORWICH HOUSING AUTHORITY

WHEREAS, the Norwich Housing Authority (“Authority”) has certain tenants’ accounts receivable in its State Elderly Program – Schwartz Manor which are over one year old or uncollectible totaling \$1,277.00; and

WHEREAS, having uncollectible receivable on the books of account does not reflect an accurate financial picture;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners hereby authorizes the Executive Director to write off these accounts.

RESOLUTION NO. R-26-01-1754

RESOLUTION OF THE NORWICH HOUSING AUTHORITY

WHEREAS, the Norwich Housing Authority (“Authority”) has certain tenants’ accounts receivable in its State Elderly Program – Rosewood Manor which are over one year old or uncollectible totaling \$7,383.95; and

WHEREAS, having uncollectible receivable on the books of account does not reflect an accurate financial picture;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners hereby authorizes the Executive Director to write off these accounts.

RESOLUTION NO. R-26-01-1755

RESOLUTION OF THE NORWICH HOUSING AUTHORITY

WHEREAS, the Norwich Housing Authority (“Authority”) has certain tenants’ accounts receivable in its State Moderate Program which are over one year old or uncollectible totaling \$57,603.93; and

WHEREAS, having uncollectible receivable on the books of account does not reflect an accurate financial picture;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners hereby authorizes the Executive Director to write off these accounts.