

**HOUSING AUTHORITY OF THE TOWN OF SOMERS
Somers, CT 06071**

MINUTES OF THE REGULAR MEETING – March 18, 2009

1. Call to Order

Chairman DuPerre called the meeting of the Housing Authority of the Town of Somers to order at 6:39 p.m. in the Wood Crest Center Community Room.

2. Attendance

Commissioners Present: Brian DuPerre, Mary Lou Hastings, Joan Jaquith, Bob Landry and
Ex Officio: Hon. David Pinney

Commissioners Absent: Diane Yensen

Others in Attendance: Harvey Edelstein, Maureen Corley and James Welter (REDI)

3. Approval of Meeting Minutes

3.1 February 18, 2009

It was MOVED (Bob Landry) SECONDED (MaryLou Hastings) to approve the February 18, 2009 Regular HATS/SHM Meeting minutes as corrected. MOTION PASSED

The minutes were corrected as follows: 9.2.1 last sentence corrected to read, *“There is an April 15th deadline for submission of the funding application for Phase II.”*

4. Communication

Chairman DuPerre stated that he receives numerous emails during the course of a day relating to HATS/SHM business. Chairman DuPerre stated that there are occasions when he cannot respond to the requests in a timely manner. Chairman DuPerre requested that if he is needed immediately to attend to a financial issue, he should be contacted by cell phone. If he cannot be reached, Bob Landry, Treasurer should be contacted.

Chairman DuPerre mentioned that there is still confusion as to where the mail addressed to the housing authority is delivered.

5. Construction Meeting(s) Report

There are a lot of things that need to be repaired in the new building. Mr. Edelstein stated that Winn and the construction company will conduct an inventory of the condition of the building and produce a state of the building report. Warranty items will be addressed immediately. A punch list of other issues will be created and repairs will be scheduled.

6. Management of Property Update

Cheryl Lallier (DeMarco) has been removed as the on-site property manager. This position will be filled when Winn takes over the management of the property. DeMarco will be put on notice that we need everything returned from Ms. Lallier; i.e. keys and files. These items should be returned to Maria DeMarco and delivered to us.

Due to security concerns, the key core in every door will be replaced.

A separation analysis of DeMarco's performance will be done and filed.

Joan Jaquith reported that she received \$132.00 for reimbursement for office supplies purchased for the Commissioner's office. Ms. Lallier reimbursed Ms. Jaquith out of petty cash.

7. Add or Delete Agenda Items

8. Old Business

8.1 Winn Residential Management Company

A discussion was held regarding the scope of our contract with Winn Management. The town attorney is in the process of reviewing the contract. Chairman DuPerre expressed concerns regarding unstated overhead charges and requested that we be provided with a list of what overhead charges we will be expected to pay above Winn's fee. Mr. Edelstein will ask Winn to provide us with this information. The contract should be signed in the next day or two.

Chairman DuPerre questioned what we should do with all the items that we currently own, specifically the truck, plow and tools. Mr. Edelstein will request that Winn do an analysis of the property and current operation.

Winn Management Company has agreed to start on March 23, 2009. DeMarco Management Company will be notified as soon as the transition takes place.

A special meeting will be scheduled for the board to meet with Winn. A resident meeting with Winn will also be scheduled.

9. New Business

9.1 Amend By-Laws to reflect earlier meeting time and removal of Executive Director full time paid position.

Amendments need to be made to the By-Laws to reflect changes that have occurred during the past year. James Welter has a scanned copy of this document in PDF format and will send it to Joan Jaquith electronically. Joan will retype the document so that it can be modified to reflect the amendments. The By-Laws will be on file in the Commissioner's Office and backed up on CD.

Mr. Welter will present the amendments to reflect the earlier meeting time and removal of Executive Director full time paid position at the April 15, 2009 HATS meeting. The commissioners will vote on these amendments at that time.

9.2 Formation of Committees

Chairman DuPerre would like to put together committees to work on fundraising and other projects related to enhancing the living conditions as Wood Crest.

MaryLou Hastings will contact Bernie's regarding the donation/purchase and installation of a big screen television for the community room.

Chairman DuPerre will contact Kloter Farms regarding the donation/purchase of rocking chairs for the front porch and other outdoor items.

9.3 Status report of current Agreement (signed October 2006) between HATS and REDI

Harvey Edelstein explained that the original agreement between HATS and REDI was for the whole project; however, due to funding requirements the project was separated into Phase I and Phase II. An addendum needs to be added to the Agreement to extend the contract to include Phase II.

- 9.4** Addendum to current Agreement to accommodate Phase II
Chairman DuPerre signed the addendum to accommodate Phase II in our current Agreement with REDI to accommodate Phase II.

A new monthly installment will be added when the money is raised for the project. Funds paid to REDI are subject to a cap set by the investors.

Chairman DuPerre stated that the services provided by REDI have been exceptional. REDI has produced what they said that they would produce.

10. Resident Questions/Concerns (Mary Lou Hastings)

Ms. Hastings presented several concerns that will be presented to Winn to address.

11. Other

- Joan Jaquith reported that she should be appointed as a Notary Public, as requested by HATS, within the next week.

12. Adjournment

It was MOVED (Mary Lou Hastings) SECONDED (Joan Jaquith) to adjourn the regular meeting at 8:35 p.m. MOTION PASSED

Respectfully Submitted,

Joan Jaquith
Secretary
Housing Authority of the Town of Somers

These minutes are not official until approved at a subsequent meeting.