

HOUSING AUTHORITY OF THE TOWN OF SOMERS
Somers, CT 06071

MINUTES OF THE REGULAR MEETING – May 20, 2009

1. Call to Order

Chairman DuPerre called the meeting of the Housing Authority of the Town of Somers to order at 6:40 p.m. in the Woodcrest Center Community Room.

2. Attendance

Commissioners Present: Brian DuPerre, Mary Lou Hastings and Joan Jaquith

Commissioners Absent: Bob Landry, Diane Yensen, Ex Officio: Hon. David Pinney

Others in Attendance: James Welter (REDI), Michael Parsons (Winn Residential Management Company), Cindi Parker, Resident Service Coordinator, Peter Blasini, Attorney at Law

3. Approval of Meeting Minutes

3.1 April 15, 2009

It was MOVED (Mary Lou Hasting) SECONDED (Joan Jaquith) to approve the April 15, 2009 regular HATS Meeting minutes as presented. MOTION PASSED

4. Communication – None reported

5. Construction Meeting(s) Report

The commissioners were updated on the following:

5.1 Signage – The architect is responsible for all signage. They are in the process of putting together a package for all the necessary signs. In the interim, temporary identification signs will be installed on the property.

5.3 Removal of Old House – The construction material will be removed from the old house on the edge of the property within the next few weeks. Once all the material is transitioned out, the house will be turned over to the fire department for training purposes.

5.4 Garage – The architect is putting together drawings for renovating the garage, which will include vinyl siding, a new roof and new doors. All utilities will be connected to the garage. The completed garage will not match the other buildings on the property, but will be very close.

5.5 Re-Keying – Two bids for re-keying have been received. The funding source for this project is still undetermined.

5.6 Punch List – The majority of the items on the punch list have been corrected, repaired or replaced. There are still items that need attention and will be addressed soon. Wall cracks will be repaired at the end of the summer after the building has gone through one full heating and cooling cycle.

6. Management of Property Update

Michael Parsons updated the commissioners as follows:

6.1 Rules and Regulations – Michael Parson distributed a draft of the rules and regulations for the commissioners to review. The commissioners will email their comments to Michael.

6.2 Lease Agreement – Twenty-eight leases will expire in October and November 2009. These leases will need to be recertified for tax credit eligibility.

6.3 On-site Apartment for Maintenance Personnel (Cecil) – Mr. Parsons stated that this couldn't be done this year due to tax credit regulations.

- 6.4** Resident Garden – Ten residents have volunteered to be involved in the community garden. The garden will consist of two raised beds and will be located in an area that will not interfere with the construction work.
- 6.5** Relocation Update – Michael Parsons reported that he has met with everyone involved in the relocation to the new apartments. With the exception of two residents, everyone has agreed to where they are moving. There are a total of eleven residents involved in the relocation and the schedule for their move will be staggered. Six residents will move on July 13th, followed by four residents every two weeks. Michael is still interview moving companies.
- 6.6** Porch and Community Room Furniture Update – Michael Parsons and Mary Lou Hastings are still looking at porch furniture. It was recommended by the commissioners that commercial grade furniture be purchased.

Diane Yensen will report on the Community Room furniture at the next meeting.

- 6.7** Landscaping Contract Update – No report other than the lawn is being mowed.
- 6.8** Washer and Dryer Update – Michael Parsons is in the process of renegotiating our contract.

7. Add or Delete Agenda Items

- 7.1** It was MOVED (Joan Jaquith) SECONDED (Mary Lou Hastings) to add two resolutions to New Business as Items 9.3 and 9.4. MOTION PASSED

8. Old Business

- 8.1** Accounting Update – Operating Budget
No report
- 8.2** DeMarco Management Company Update
It was MOVED (Mary Lou Hastings) SECONDED (Joan Jaquith) to approve payment to DeMarco Management Company as recommended by REDI. MOTION PASSED

REDI conducted a through investigation and review of all invoices submitted by DeMarco Management Company for services rendered and recommended payment of ninety percent of the amount invoiced.

9. New Business

- 9.1** SHA Seal Purchased
Joan Jaquith reported that she purchased a new SHA Seal to replace the one that is missing. The seal will be located in the Commissioner's Office.
- 9.2** Formation of Committees
 - 9.2.1** Television Update
A television for the Community Room will be purchased this week.
- 9.3** Resolution to Enter into a Grant Passthrough Assistance Agreement with DECD
It was MOVED (Joan Jaquith) SECONDED (Mary Lou Hastings) to approve the resolution to enter into a Grant Passthrough Assistance Agreement with DECD in the amount of \$878,050.00 as presented, and to authorize all other necessary and related documents for same. MOTION PASSED
- 9.4** Resolution to Apply for a \$50,000 Predevelopment Loan From CHIF
It was MOVED (Joan Jaquith) SECONDED (Mary Lou Hastings) to approve the resolution to apply for a \$50,000 predevelopment loan from CHIF in order to proceed with the

Woodcrest Elderly Housing Expansion Phase II initiative as presented, and to name the SHA Chairman as authorized signatory for the same. MOTION PASSED

10. Resident Questions/Concerns (Mary Lou Hastings)

Ms. Hastings stated that there were no concerns to report at this time.

11. Other

11.1 Cindi Parker reported that she has signed a contract with Winn until the end of June. Ms. Parker has concerns regarding her salary and taxes. The commissioners advised Ms. Parker to contact Winn's Human Resources Department and to let us know how these issues will be resolved.

12. Adjournment

It was MOVED (Mary Lou Hastings) SECONDED (Joan Jaquith) to adjourn the regular meeting at 8:02 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.