

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

MINUTES OF THE REGULAR MEETING – July 15, 2009

1. Call to Order

Chairman DuPerre called the meeting of the Housing Authority of the Town of Somers to order at 6:37 p.m. in the Woodcrest Center Community Room.

2. Attendance

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

Commissioners Absent: Diane Yensen

Others in Attendance: Harvey Edelstein (REDI), Michael Parsons (Winn Residential Management Company), Mike Cohen (Independent Energy Auditor)

3. Approval of Meeting Minutes

3.1 June 17, 2009

It was MOVED (Bob Landry) SECONDED (Mary Lou Hastings) to approve the June 17, 2009 regular HATS meeting minutes as presented. MOTION PASSED

4. Communication –

Chairman DuPerre reported receipt of the following:

- An interest invoice from SunAmerica. Mr. Edelstein explained that this is just for our records and that there is no interest being charged at this time.
- Invoices from Wiggin & Dana. Forwarded to Mr. Edelstein.
- A notification from IRS. This has been taken care of by Mr. Edelstein.
- A post card regarding the Annual Conference of the Connecticut Housing Coalition on October 7, 2009.
- A tax credit letter that has been taken care of by Mr. Edelstein.
- An email from the Somers Fire Department regarding using the old house that is on the property for training purposes.
- A check from the CT State Treasurer-Short Term Investment

5. Construction Meeting(s) Report

The commissioners were updated on the following:

5.1 Signage – All set. This item will be removed from future agendas.

5.2 Removal of Old House – Chairman DuPerre will send a letter from the housing authority to the fire department to give them permission to use this house for training purposes. A statement from the insurance company stating that the house is not insured will be sent with this letter. Mr. Edelstein will contact the insurance company to secure this letter.

Training will be scheduled for the month of September. Winn Management will notify residents as to when these training sessions will be scheduled.

5.3 Garage –

Mr. Edelstein stated that they have a design and he will bring it with him to the August meeting.

- 5.4 Re-Keying –**
Mr. Parsons reported that all the keys would arrive at the end of July. The exterior doors are secure.

This item will be removed from future agendas.

- 5.5 Punch List –**
Mr. Parson reported that the cracks in the units would be patched in August.

6. Management of Property Update

Michael Parsons updated the commissioners as follows:

- 6.1 Relocation Update –**
Some adjustments have been made to the original schedule due to the utility easement issue. The schedule is:
- Ten residents will move on August 10th. Winn is looking for volunteers to help with the move. Some of the Commissioners may be available to help that day. The Commissioners also authorized Winn to hire a couple of extra Winn employees to help the residents settle into their new homes.
 - Four residents will be moved on August 17th, August 24th and September 4th. In addition, six residents will be moving out of the new building; three on September 21st and three on October 5th.

At the next construction meeting, a team will be set-up to introduce the tenants to their new unit prior to the move.

- 6.2 Rental Rate Policy –**
After a lengthy discussion, the Commissioners **MOVED** (Joan Jaquith) **SECONDED** (Mary Lou Hastings) to increase the rental rate by 3% for the entire Woodcrest population starting with the October rent expiration as proposed by Winn Management Company. **MOTION PASSED**

- 6.3 Resident Services Renewal of Grant –**
Mr. Edelstein reported that we need to wait until the state budget passes to see if this grant will still be available. Currently, there is no future funding in place for this position. However, Mr. Edelstein stated that once Phase II goes into effect, there will be funds available for this position.

- 6.4 Rules & Regulations –**
Michael Parsons will email the revised Woodcrest Elderly Housing LP Rules and Regulations to the Commissioners for their review and comments.

7. Add or Delete Agenda Items

It was **MOVED** (Joan Jaquith) **SECONDED** (Bob Landry) to add the following items to the agenda under New Business at items 9.3 Energy Audit and 9.4 Conway Plumbing Outstanding Invoices. **MOTION PASSED**

8. Old Business

- 8.1 Accounting Update – Operating Budget**
No report

9. New Business

9.1 SHA Account with the State Treasury

Bob Landry reported receipt of a check from the CT State Treasurer in the amount of \$15,000. This money came from a short-term investment fund.

It was MOVED (Bob Landry) SECONDED (Mary Lou Hastings) to move the \$15,000 short-term investment funds received from the CT State Treasurer into the housing authority's general fund. MOTION PASSED

9.2 Formation of Committees

Chairman DuPerre proposed that the Commissioner's participate in the 4-Town Fair parade and possibly have a booth at the fair itself to showcase Woodcrest and provide information about Woodcrest. Chairman DuPerre will contact the fair officials to see how we can become involved.

9.3 Energy Audit

Mr. Edelstein introduced Mike Cohen, a private certified energy rater, to the Commissioners. Mr. Edelstein stated that he is negotiating with Mr. Cohen to help with the new rules and requirements involved with applying for energy grants from Northeast Utilities. Mr. Cohen would be involved with both Phase I and Phase II projects. Mr. Edelstein will present a proposal to the Commissioners when the negotiations are completed. Mr. Cohen presented his background and qualifications to the Commissioners.

9.4 Conway Plumbing Outstanding Invoices

Winn conducted an analysis of the work and invoices submitted by Conway Plumbing for work that was done. Some of the work that was done was contracted by past management personnel and cannot be verified; however, the Commissioners agreed that these invoices should be paid in full.

It was MOVED (Joan Jaquith) SECONDED (Bob Landry) to pay in full the invoices submitted by Conway Plumbing as presented. MOTION PASSED (Chairman DuPerre abstained from voting on this motion.)

10. Resident Questions/Concerns (Mary Lou Hastings)

- There is an issue involving moving a picnic table that belongs to one of the tenants who will be moving. The tenant wants to take the picnic table with her and place it by her unit. Picnic tables will be provided by Woodcrest in designated areas and personal picnic tables are discouraged. Winn will discuss this situation with the tenant and offer some options.
- The television is up and running. The Wii will be replaced and monitored.
- The use of the old shopping carts is prohibited in the new units. New carts will be purchased and will be available for tenants use.

11. Other

Chairman DuPerre will follow-up on the "buy a brick" program that was presented to the Commissioners a few months ago.

12. Adjournment

It was MOVED (Joan Jaquith) SECONDED (Bob Landry) to adjourn the regular meeting at 8:38 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.

Approved at the July 15, 2009 Regular HATS meeting. No corrections.