

HOUSING AUTHORITY OF THE TOWN OF SOMERS
Somers, CT 06071

MINUTES OF THE REGULAR MEETING – September 16, 2009

1. Call to Order

Vice Chairman, Diane Yensen, called the meeting of the Housing Authority of the Town of Somers to order at 6:33 p.m. in the Woodcrest Center Community Room.

2. Attendance

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

Commissioners Absent: Brian DuPerre

Others in Attendance: Harvey Edelstein (REDI), Michael Parsons and Brooke Hawkins,
(Winn Residential Management Company), Cindi Parker (Resident Services)

Michael Parsons will be leaving Woodcrest to manage another Winn property. Michael introduced his replacement, Brooke Hawkins. Brooke has been in training for the last few weeks and is ready to take over for Michael when he leaves.

3. Approval of Meeting Minutes

3.1 August 19, 2009

It was MOVED (Joan Jaquith) SECONDED (Mary Lou Hastings) to approve the August 19, 2009 regular HATS meeting minutes as presented. MOTION PASSED

4. Communication

No communication reported.

5. Construction Meeting(s) Report

The commissioners were updated on the following:

5.1 Removal of Old House

Mr. Edelstein explained that there is still a mortgage on this property and the house cannot be destroyed. The Somers Fire Department will be allowed to conduct non-destructive training in the house as long as the housing authority is held harmless for any liability and injuries that might occur.

When funding becomes available, the mortgage will be paid off on this property and the house will be removed.

5.2 Garage

Mr. Edelstein will bring the garage design to the October meeting.

5.3 Punch List –

5.3.1 Mr. Parsons reported that all the stress cracks in the common areas have been repaired. The stress cracks in the apartments still need to be repaired.

Mr. Parsons was asked if he was able to complete the tenant survey to determine what other issues might need to be addressed before the warranty on the building

expires in mid-October. Mr. Parsons explained that due to the relocation and certification process, the survey was not done. Brooke Hawkins said that she would take care of this when she goes door-to-door to introduce herself. Brooke will put together a punch list and forward it to the construction company. Brooke will bring this punch list to the October meeting to inform the board what items have been taken care and what is still left to do.

- 5.3.2** Mr. Edelstein explained that there is an issue with a drainage culvert located too close to one of the new single units. As a temporary measure, a safety fence has been installed around the area. The architect and town engineer will be contacted to review the situation. An easement will be requested from the town to expand the area.

A proposal will be presented to HATS if needed.

6. Management of Property Update

Michael Parsons updated the commissioners as follows:

6.1 Moving Update

Mr. Parsons reported that the last five moves are scheduled for September 21st.

All the window blinds have been received and installed.

6.2 Resident Recertification

Mr. Parson reported that recertification is nearly complete.

6.3 Resident Services Renewal of Grant

Ms. Parker reported that she was informed by DECD that Woodcrest was no longer included in the state elderly program and therefore, no longer eligible to receive grant funding. Mr. Edelstein will look into this further.

6.3 Replacement of Shopping Carts

Mr. Parsons reported that there does not seem to be a need to replace the shopping carts.

6.4 Use of the Front Porch

Mr. Parsons reported that they are working on designating smoking areas on the front porch.

6.5 Single Units

- All the issues that have been identified are being addressed.
- The old mailboxes will be moved and used by the tenants who have moved into the single units. New mailboxes will be installed when they arrive.

6.6 Folding Chairs

75 folding chairs will be purchased and be available for community events.

6.7 Other

- Three of the seven available apartments have been rented. Currently, people on the waiting list are being contacted; however, several of the people on the list are choosing to wait until spring.
- Mr. Parsons suggested that the lawn tractor and related lawn care equipment be sold and the money put towards purchasing a golf cart to be used by property management personnel. The board advised Mr. Parsons to proceed with this plan.

- Tenants have been experiencing a lot of confusion when they try to schedule energy assistance appointments. First Selectman, David Pinney, will look into the situation.
- It was reported that there have been some disturbances and security issues occurring on weekends. Mrs. Hawkins will schedule a meeting with all tenants and talk about building security. Tenants will be advised as to how they should report these situations.
- It was reported that guests are using the computer room and the computers have been used inappropriately. The computer room will now be locked and keys will be issued upon request.

7. Add or Delete Agenda Items

8. Old Business

8.1 Accounting Update – Operating Budget

Mr. Parsons presented the August 2009 Income Statement for Woodcrest Elderly Housing. Diane Yensen requested that the “detail” be added to the report for the next meeting.

The budget process for preparing the 2010 budget should begin this month.

Mr. Edelstein is taking care of the town grant audits.

8.2 Four-Town Fair

The senior bus will participate in the Four-Town Fair parade.

8.3 Funds from Closed Treasury Account

Bob Landry reported that funds in the amount of \$7800.00 have been received from closing out a treasury account. This money will be deposited into the activity fund. Mary Lou Hastings and Cindi Parker will put together a list of items that they would like to purchase for tenant activities.

9. New Business

10. Resident Questions/Concerns (Mary Lou Hastings)

11. Other

- Cindi Parker reported that they had a 4th of July picnic for the residents. Ms. Parker has also scheduled guest speakers to present topics of interest to the residents.

12. Adjournment

It was MOVED (Bob Landry) SECONDED (Mary Lou Hastings) to adjourn the regular meeting at 8:25 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 October 21, 2009 HATS Meeting. No corrections.