

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

MINUTES OF THE REGULAR MEETING – November 18, 2009

1. Call to Order

Vice Chairman, Brian DuPerre, called the meeting of the Housing Authority of the Town of Somers to order at 6:38 p.m. in the Woodcrest Center Community Room.

2. Attendance

Commissioners Present: Brian DuPerre, Bob Landry, Mary Lou Hastings, Joan Jaquith and Diane Yensen by phone

Commissioners Absent:

Others in Attendance: Harvey Edelstein (REDI), Brooke Hawkins, (Winn Residential Management Company Property Manager), Brian Lemire (Winn Residential Management Company Sr. Property Manager), Cindi Parker, (Resident Services)

3. Approval of Meeting Minutes

3.1 October 21, 2009

It was MOVED (Joan Jaquith) SECONDED (Mary Lou Hastings) to approve the October 21, 2009 regular HATS meeting minutes as presented. MOTION PASSED

4. Communication

- Chairman DuPerre reported receipt of several items of correspondence. Correspondence was distributed to the appropriate responsible parties.
- Mr. Edelstein reported receipt of a letter from the CT Housing Authority recognizing the 90% completion of Woodcrest, 13 months ahead of schedule.
- Mr. Edelstein reported receipt of an invoice for legal fees paid by Sun America on behalf of the partnership. This is a development expense and will be paid by REDI.
- Mr. Edelstein reported receipt of a notice from the State Department of Environment Protection stating that Woodcrest was in violation regarding well water testing and \$442.00 were incurred. Mr. Edelstein explained that the water has been tested by Aqua Pump for the time period cited (July 1, 2009-September 2009) as required by the state; however, Aqua Pump has not taking care of their responsibility to report the testing results to the state. The wells were capped in September 2009 and town water is being used for the new building and garden apartments so this is no longer an issue. REDI and Winn will negotiate with Aqua Pump regarding the payment of the fines incurred.
- Bob Landry reported receipt of an email from the state regarding septic system fees.
- Brooke Hastings notified the commissioners that she spoke with Tony Pellegrino regarding the credit card invoice discussed at the October meeting. Brooke reported that Mr. Pellegrino said that the credit card had been used only for AOL services. This AOL account was closed over a year ago and there should not have been any charges incurred. The credit card has been cancelled. There has not been any other invoices received prior to the one received in October 2009. Chairman DuPerre will contact the credit card company to dispute the charges.

5. REDI Report

Mr. Edlestein reported the following:

- The garden apartments will be completed in May, 11 months ahead of schedule.
- The project is on schedule and on budget.
- REDI is working with Winn on developing a monthly operating budget.

6. Old Business

6.1 Construction Report

6.1.1 House at 55 Battle Street

Mr. Edelstein reported that more discussion with Rockville Bank needs to take place regarding the balloon payment extension.

6.1.2 Drainage Culvert and Easement Request

Mr. Edelstein reported that a proposal from the engineering company has been completed and will be submitted to the Somers Planning and Zoning Commission.

6.1.3 Mailboxes

Mr. Edelstein reported that the mailboxes have been placed in four different locations allowing for easier access by the residents.

6.1.4 Punch List

The commissioners were told that all items on the punch list for the new building have been completed. The commissioners expressed concern regarding the problem experienced last year with the roof freezing on the north side of the new building causing ice build up in front of the entrance/exit door. The commissioners were assured that this area would be watched during the winter to see if the problem has been resolved.

6.2 Management of Property Update

Brooke Hawkins updated the commissioners as follows:

6.2.1 Resident Meetings

The meetings went very well. The rules and regulations were distributed and reviewed, agreements signed, parking permits issued, and visiting parking was established. Brooke stated that it was a good opportunity to reach out to the residents and address their questions and concerns.

6.2.2 Meeting with WINN

All parties have met and issues addressed.

6.2.3 Apartment Rental

Winn is working on filling the vacancies in the new building. The commissioners authorized Winn to do what needs to be done to rent these units in order to meet the tax credit requirements. Winn will keep the board advised.

Currently, there are 37 people on the waiting list for the garden apartments and they are adding people every day.

6.2.4 Use of Resident Services Personnel

There is enough money in the grant to pay for resident services until the end of December. A discussion was held regarding transferring this position from Winn and to have the services provided by an independent contractor. This option will be discussed with the town's first selectman.

6.2.5 Folding Chairs

It was decided to wait until July 2010 to purchase the chairs due to budget concerns.

6.2.6 Equipment and Vehicle Sale

The items will be sold in one lot in the spring.

6.2.7 New TV for Garden Apartment's Community Center

A TV, microwave and coffee pot have or will be purchased for this area.

7. Add or Delete Agenda Items

8. Old Business

8.1 Accounting Update – Operating Budget

A report titled AP Aging Detail dated November 2009 was presented. Mr. Edlestein and Mrs. Hawkins reviewed the charges and checks were presented totaling \$11,000. These checks are in payment of the invoices presented at the October meeting totaling \$25,000. There is still \$14,000 remaining to be paid. Mr. Edlestein reported that \$9000.00 came out of development funds.

Chairman DuPerre questioned some of the charges presented on the report; specifically the Verizon cell phone charges. Mr. Edlestein will review these charges, as well as, the charges from Aqua Pump and USA Hauling.

Regarding the operating budget for 2009 and 2010, Mr. Edlestein reported that we should break even in 2010 and start generating revenue in June 2010. The budget should stabilize in 2011. Currently, we are operating at a loss.

9. New Business

9.1 Mr. Edlestein addressed the commissioners regarding the development of Phase II. Mr. Edlestein recommended changing the original plan to construct another multi unit building and building garden apartments similar to the ones in Phase I. Commissioner, Diane Yensen, asked what the consequences would be if we did not move forward with Phase II at this time due to funding and economic concerns. This discussion was moved to the SHM meeting.

10. Resident Questions/Concerns (Mary Lou Hastings)

11. Other

11.2 Cindi Parker reported on upcoming resident activities.

12. Adjournment

It was MOVED (Bob Landry) SECONDED (Mary Lou Hastings) to adjourn the regular meeting at 9:23 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.