

HOUSING AUTHORITY OF THE TOWN OF SOMERS
Somers, CT 06071

MINUTES OF THE REGULAR MEETING – December 16, 2009

1. Call to Order

Treasurer, Bob Landry, 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: Bob Landry, Mary Lou Hastings, Joan Jaquith, Diane Yensen by phone, Ex Officio: Hon. Lisa Pellegrini, Somers First Selectman

Commissioners Absent: Brian DuPerre

Others in Attendance: Harvey Edelstein (REDI), Brooke Hawkins, (Winn Residential Management Company Property Manager), Brian Lemire (Winn Residential Management Company Sr. Property Manager), David Pinney

3. Approval of Meeting Minutes

3.1 November 18, 2009

It was MOVED (Joan Jaquith) SECONDED (Mary Lou Hastings) to approve the November 18, 2009 regular HATS meeting minutes as presented. MOTION PASSED (Mary Lou Hastings reported that there was a misspelling of her name in either the HATS or SHM minutes but she was unable to locate the section in the minutes where it was misspelled.)

4. Communication

Tabled until the January 2010 meeting.

5. REDI Report

▪ **Phase I**

Mr. Edlestein presented a Financial Report dated 12/15/09 that reports the total budget to date as \$17,771,245.00. Mr. Edlestein familiarized the commissioners with the various categories presented in the report.

As Phase I nears completion, Mr. Edlestein stated that the budget will be tight and requested that Winn review the operating budget to find ways to reduce costs. Mr. Edlestein suggested that maintenance time be cut from full time to half time; however, the commissioners and Winn disagreed with this suggestion. Maintenance will remain as a full time position. Winn will find other areas to reduce costs.

Mr. Edlestein stated that Phase 1 continues to be on time and on budget.

▪ **Phase II**

Mr. Edlestein stated that there has been a lot of discussion about going forward with Phase II and asked if the board and town have the desire to go forward? Mr. Edlestein presented a revised design for Phase II. The proposed second two-story building has been eliminated and

garden apartments will be constructed instead. This revised design will have 16 units less than the original design.

It was MOVED (Joan Jaquith) SECONDED (Mary Lou Hastings) to move into Executive Session at 7:35 p.m. for the purpose of discussing moving forward with Phase II. MOTION PASSED

The Board came out of Executive Session at 7:47 p.m. and the regular HATS meeting resumed.

It was MOVED (Joan Jaquith) SECONDED (Mary Lou Hastings) to move forward with Phase II and to accept the resolution to revise the predevelopment loan application as presented. MOTION PASSED

The resolution was signed by Joan Jaquith, Secretary and Bob Landry, Treasurer.

Mr. Edlestein will move forward with the application process to apply for predevelopment funds. Rockville Bank will be contacted by Mr. Edlestein.

6. Old Business

6.1 Construction Report

6.1.1 House at 55 Battle Street

Mr. Edlestein will notify Rockville Bank that we are moving forward with Phase II and applying for predevelopment funding.

6.1.2 Drainage Culvert and Easement Request

Engineering plans have been completed and will be submitted to the appropriate town commissions for approval.

6.1.3 State Department of Environmental Protection Fines/Aqua Pump Negotiations

The issue still has not been resolved.

6.1.4 Other

Mr. Edlestein updated the commissioners on a tenant situation that was resolved with the needs of all parties being accommodated.

6.2 Management of Property Update

Brooke Hawkins updated the commissioners as follows:

6.2.1 Apartment Rental

There is only one apartment left to rent.

6.2.2 Resident Services Personnel

Cindi Parker's last day was December 11, 2009. Ms. Parker decided to leave earlier than expected leaving some money left in the grant. The amount left is under \$2000.00. Bob Landry is exploring other options to fill this position; as well as other funding sources.

Mary Lou Hastings reported that the residents miss Ms. Parker and that there is a need to fill this vacancy.

7. Add or Delete Agenda Items

8. Old Business

8.1 Accounting Update – Operating Budget

8.1.1 Cell Phone Charges

Brooke Hawkins will check to see if the maintenance cell phone service can go on Winn's national plan.

8.1.2 \$14,000 – Invoices reported as needed to be paid at the November 16th meeting.

Brooke reported that they are being paid after they have been reviewed and approved.

8.1.3 Snow Removal Contract

Brian Lemire explained the bidding process used to select a snow removal contractor.

8.2 2010 Budget

The budget for next year was presented at the November 16th, 2009 meeting. Mr. Lemire reported that the budget would be very tight for the first few months with approximately \$2000-\$4000 negative cash flow. Expenses will be minimized as much as possible during that period. It is anticipated that by May 2010 things will start turning around.

9. New Business

10. Resident Questions/Concerns (Mary Lou Hastings)

11. Other

12. Adjournment

It was MOVED (Joan Jaquith) SECONDED (Mary Lou Hastings) to adjourn the regular meeting at 8:48 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.