

**Housing Authority of the Town of Somers  
Special Public Meeting  
Friday, February 5, 2010  
Woodcrest Community Room  
Minutes**

1. Call to Order  
The meeting was called to order at 5:00 PM by D. Pinney
2. Attendance  
Members: Mary Lou Hastings, Robert Landry, Robert Pettee, David Pinney, Diane Yensen  
Also: Lisa Pellegrini, First Selectman; Harvey Edelstein, REDI; Brooke Hawkins, Winn Management
3. Communication  
None taken up
4. Add or Delete Agenda Items  
Given the special meeting status, no changes could be made, nor could any items be added under "other business"
5. Old Business
  - 5.1. Construction Meeting(s) Report
    - 5.1.1. House at 55 Battle Street – Extension on balloon payment.  
Harvey Edelstein reported that Rockville Bank was waiting on progress with efforts for the predevelopment loan with DECD for Phase II before finalizing provisions for the mortgage on this property
    - 5.1.2. Drainage culvert and easement request.  
Harvey will confirm permits and easement language are ready to enable installing the culvert as soon as the weather supports the work.
  - 5.2. Management of Property (WINN)
    - 5.2.1. Apartment Rental – Update  
Only one unit is open at this time. It's at 71 Battle and Brooke is showing it.
    - 5.2.2. Resident Services Personnel - Update  
D. Pinney reported that Penny Bacchiochi had sent an email indicating Woodcrest no longer was eligible for state grants to support a resident services coordinator. There is still some question as to whether that is accurate and D. Pinney will continue to review. Harvey will investigate an alternative grant program.
  - 5.3. Ratification of engagement of Mahoney and Sabol to conduct audits  
It was moved (Landry) and seconded (Hastings) and passed unanimously to engage Mahoney and Sabol to perform audits for the Housing Authority and for Woodcrest Elderly Housing LP
  - 5.4. Renew DECD predevelopment loan resolution with David Pinney as authorized to sign  
It was moved (Yensen) and seconded (Pettee) and passed unanimously to adopt a resolution authorizing application to DECD for a \$250,000 predevelopment loan for Woodcrest Elderly Housing Expansion Phase II and to authorize David Pinney as chairman to execute all related applications and agreements.

5.5. Accounting Update – Operating Budget

Harvey and Brooke indicated Woodcrest will be accumulating a \$16-17,000 deficit during the early months of 2010. As rehab of final units is finished and they are rented out, monthly revenue will exceed expenses and the year is projected to end with \$42,000 in surplus.

5.6. 2010 Budget Preparation

D. Yensen led the members in reviewing with Harvey and Brooke the expenses anticipated for the balance of 2010 operations. Some instances of apparent under-budgeting were noted. Harvey will review with Brian Lemire of Winn.

6. New Business

6.1. Review issues raised at meetings with residents

Members thought the meetings with residents held this day had helped the residents better understand the makeup and role of the Housing Authority as well as better understand how to address any issues resident might have about the property and its operations. ALCA president Joe Calafiori has been going to each apartment to review any problems. Residents have for the most part indicated high satisfaction with their apartments. Where issues exist, some minor adjustments in hinges, weather stripping, etc usually takes care of it. He and Harvey will continue this review along with any remaining concerns brought up at the meetings.

Residents at 71 Battle are unsure of appropriate action to take if and when alarms sound. Brooke has reviewed emergency action plans and protocols with the Somers Fire Department. She will continue that and confirm the recommended responses for residents under various scenarios. Brooke and Harvey will determine if the current answering service has the capacity to activate a telephone notification system that would update residents as needed.

6.2. Review nighttime security at Woodcrest

Members discussed a sighting by a resident at 63 Battle of someone on the grounds late one night who did not appear to be a resident. The use of private security services or cameras to deter this type of activity was discussed. Brooke will get some pricing info for review.

6.3. Review smoking policy at Woodcrest

Instances of problems with smoking in individual units interfering with other tenants and damaging the apartments prompted a discussion of instituting a no-smoking policy. It was thought this would be overly intrusive and hard to enforce. These instances should be addressed by management as lease violations.

7. Approval of Meeting Minutes

7.1. December 16, 2009 - deferred to next regular meeting

7.2. January 8, 2010 - deferred to next regular meeting

8. Resident Questions/Concerns (Mary Lou Hastings)

No additional discussions

9. Adjournment

Meeting adjourned at 6:45.

Respectfully submitted

David Pinney, Chairman

*These minutes are not official until approved at a subsequent meeting.*