

**Housing Authority of the Town of Somers  
Regular meeting February 24, 2011  
Woodcrest Community Room – 71 Battle Street  
Minutes**

1. Call to Order

Called to order at 5:00 PM

2. Attendance

Marylou Hastings, Robert Pettee, Robert Landry, David Pinney, Nancy Lecours (WINN), Harvey Edelstein (REDI).

3. Old Business

3.1. Construction Report

3.1.1. Update on warranty issues

One exterior door was reinstalled to address draft problems. The door was “racked” and needed to be repositioned. Once done, the door sealed on the jamb satisfactorily. The work to add storm doors will continue and will likely eliminate unacceptable drafts. If that is not sufficient in some instances because of racking, ALCA will have the door reinstalled.

3.1.2. Plans for \$100,000 in state tax credit funds

The construction meeting held earlier today is still reviewing sizing and sources for a generator at 71 Battle.

Installation of storm doors on front doors of the cottages has begun

3.2. Management of Property (WINN)

3.2.1. Apartment Rental – Update

Fully occupied and paid

3.2.2. Review work orders

Bob Pettee reviewed the orders and found no causes for concerns. We will ask Brooke to create a copy to leave in the board’s office each time one is generated.

3.2.3. Review of activities and issues of concern

3.2.3.1. Review of ice and water damage from heavy snow cover

Taken up in construction meeting. Most of the leaks are result of ice building up beyond the installed ice shield. Insurance will cover all necessary repairs to water damaged walls and flooring. In the future we will attempt to rake snow from eaves, though the two-story building will be require extra equipment and manpower. Two more entrances at #71 will be considered for heat cables to reduce icicles.

3.2.3.2. Some people are still frustrated with billing from High Grade. David Pinney will review with High Grade annual versus some other period for billing the service fee.

### 3.2.4. Review 2011 operating budget

#### 3.2.4.1. Review plans and prospects for retaining 25% units in Phase I

One “grandfathered” unit has been vacated and re-rented at a higher standard rent. Another is expected soon and will be re-rented at the higher standard rent. Then subsequent “grandfathered” units will be evaluated by the board to re-rent for a 25% resident.

Operations still has to repay a loan from REDI of \$27,000 that was used in 2010 to cover cash flow shortfalls prior to having all of the units fully occupied. Once the extra snow removal costs incurred in February are accounted for, the amount of available cash in excess of \$10,000 will be paid to REDI to begin retiring this loan.

### 3.2.5. Resident Services Report

Nancy has visited with residents in 39 of the units so far. She has helped some with energy assistance, food stamps, eyeglasses. She has monitored activities at another WINN facility and is learning about additional opportunities to support the residents. She is planning on lining up speakers to come in occasionally.

## 4. Update on Phase II

### 4.1.1. Review funding proposals

All of the funding is lined up. Upon completion of all due diligence in developing the partnership agreement with Aliant Capital, we expect to proceed with accessing funding.

### 4.1.2. Review permitting activity

The Conservation Commission will review an application for a Wetlands Permit at its meeting of March 2, 2011. Harvey and David plan to attend.

### 4.1.3. Review and authorize signing documents for Phase II financing with Aliant Capital

In anticipation that the partnership agreement with Aliant will conform to the already signed letter of intent, Bob Landry moved and Marylou Hastings seconded authorizing David Pinney to execute all necessary documents to proceed with the agreement. Passed unanimously.

## 5. Report on Zoning hearing regarding affordable housing proposal

David Pinney attended the public hearing regarding the proposed affordable housing developments on Field Road. He told the members of the Zoning Commission that the Housing Authority felt oversight by the called for administrator should be assigned to the Housing Authority and that the Authority would contract out for the services required of the administrator. He also provided written testimony to the Commission. Preliminary discussion anticipated the developers and the Authority would review this together.

## 6. New Business

- 6.1. The Housing Authority’s membership with Costco is up for renewal, but the consensus was to not renew it. Any purchases made there will be by individuals using their own memberships who will then be reimbursed for the expenses.

## 7. Approval of minutes from January 28 , 2011

Motion by Hastings, seconded by Pettee, then passed unanimously to accept the minutes of January 28, 2011, as submitted.

8. Resident Questions/Concerns (Mary Lou Hastings)

Reviewed previously

9. Other

Nothing raised.

10. Adjournment

The meeting was adjourned at 7:30 pm.

Respectfully submitted,

David Pinney, Chair