

**Housing Authority of the Town of Somers  
Regular Meeting January 19, 2012  
Woodcrest Community Room – 71 Battle Street  
Minutes**

1. Call to Order

Call to order at 5:35

2. Attendance

Marylou Hastings, Robert Landry, Robert Pettee, David Pinney, Nancy Waniewski, Harvey Edelstein (REDI), Brooke Hawkins, Fran Little, Brian Lemire (WINN)

3. Old Business

3.1. Construction Report

3.1.1. Update on warranty issues

Cecil re-doing the problematic doors; no new complaints

3.1.2. Plans for generators at #63 and #71

Have specs for both sites; architect reviewing them. With positive response, Harvey will proceed with the installation at #63 and submit the formal request to Sunamerica to take \$60,000 from the reserve funds.

3.2. Management of Property (WINN)

3.2.1. Apartment Rental – Update

Four open units. One leased for Feb 1; another close for Feb 1; another is former smoking unit that is problem for some. A legacy unit has just been vacated.

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

The legacy unit referred to above was transferred to an existing resident

3.2.2. Review work orders

Mold issues have been tied to lack of use of exhaust fans during showering and cooking; with use, no problems. Brooke distributed a new report format that provided more detail; was helpful.

3.2.3. Review of activities and issues of concern

3.2.3.1. Residents signing addenda for non-smoking restriction; residents smoking outside; ban on indoor smoking will be in place Feb 1

3.2.3.2. Review options for limiting vehicle speed on the property

Architect developing specs; Harvey bringing in traffic engineer

3.2.4. Review Financial Reports

The monthly report represented the year-end for 2011. Significant variations were reviewed as was their impact on 2012 budget. The bottom line showed a \$26,000 positive cash flow. Budget for 2012 anticipates \$6,000 positive cash flow, but is a stand-alone budget for just Phase I. Occupying Phase II during 2012 will impact operating expenses for phase I.

3.2.5. Review Resident Services Coordinator's activities

Fran has been training on Winn protocols. She has also been meeting with residents doing assessments and advocacy work. She is also producing a monthly newsletter that will include a needs and interests survey; is setting up a trial for movie nights two nights a month; put together 30 food baskets for Christmas for the most needy residents.

There was discussion about adopting Winn's website format to facilitate interaction with residents.

3.3. Update on Phase II

3.3.1. Review construction activity

On time and on budget; expecting COs by Aug 1<sup>st</sup>.

3.3.2. Report from owners' representative on site (clerk of the works)

Has found few issues of concern and helped point out safety concerns

3.3.3. Retaining truck and equipment belonging to housing authority and use of garage.

Bob Pettee will work with Cecil to repair snowplow.

4. New Business

4.1. Consider possibility of a third phase of housing construction for Woodcrest

The revision of criteria to qualify for 9% tax credit funding opens the possibility of pursuing construction of more housing with enough subsidization to enable dedicating most if not all of it to very-low income (25%) households. The original amount of land considered for transfer from the town cemetery to the housing authority was more than ultimately transferred. We will review what part was not transferred and consider its potential as site for more construction.

4.2. Other

Bob Pettee has a conflict on third Thursdays; so it was agreed to reschedule the regular meetings of the housing authority to the third Wednesday of every month and continue to hold them at 5:30 PM. A revised schedule for 2012 is attached.

5. Approval of minutes from December 15 , 2011

A motion to approve the minutes from the meeting of Dec. 15<sup>th</sup> was made by Nancy, seconded by Bob Pettee, and unanimously adopted.

6. Resident Questions/Concerns (Mary Lou Hastings)

Nothing brought up

7. Adjournment

The meeting adjourned at 8:00 PM

Regular meetings of the Somers Housing Authority will be held on the following dates:

Thursday, January 18, 2012

Wednesday, February 15, 2012

Wednesday, March 21, 2012

Wednesday, April 18, 2012

Wednesday, May 16, 2012

Wednesday, June 20, 2012

Wednesday, July 18, 2012

Wednesday, August 15, 2012

Wednesday, September 19, 2012

Wednesday, October 17, 2012

Wednesday, November 21, 2012

Wednesday, December 19, 2012

***These minutes are not official until accepted at a sub sequent meeting***