

**Housing Authority of the Town of Somers  
Regular Meeting March 21, 2012  
Woodcrest Community Room – 71 Battle Street  
Minutes**

1. Call to Order

5:40

2. Attendance

Marylou Hastings, Bob Landry, David Pinney, Brooke Hawkins, Mike Parsons, David Blumberg (WINN), Harvey Edelstein (REDI)

3. Old Business

3.1. Construction Report

3.1.1. Update on warranty issues

A work order revealed a door needing full treatment. Brooke passed it on to ALCA

3.1.2. Plans for generators at #63 and #71

#63 contract signed and under way; mechanical engineer re-reviewing details for a large generator at #71. It should be essentially the same generator as is planned for #75 in Phase II.

3.2. Management of Property (WINN)

3.2.1. Apartment Rental – Update

Two open, one under contract, second almost; residents need to relocate to higher care; both units were legacy and represent the two for the year that will transition to “market rate”

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

Each legacy unit that becomes available for the rest of the year will be individually considered by the board to determine if it can continue to be used for candidates at the 25% level.

3.2.2. Review work orders

Some floor tiles coming up in #71, second floor. Cecil dealing with them expediently

3.2.3. Review of activities and issues of concern

Brooke reported a resident fell in parking lot; she notified WINN and insurer. Another accidently went backward off the curb in his new motorized scooter; also reported.

One resident has taken to planting flowers at her own cottage, but in some of the common areas and at times in front of other cottage units. This is getting to be problematic and Brook will deal with it.

3.2.4. Review Financial Reports

Audit expense already in the budget but hasn't hit yet. Snow budget hardly touched. Septic tanks all pumped and will be budgeted for annually in the future.

3.2.5. Review Resident Services Coordinator's activities

Report distributed; Fran continuing to set up speakers, help residents with an increasing list of assistance programs. Resident run movie nights have been well received. Fran continues to use the onsite food pantry to assist some of the residents.

Fran is also helping work the waiting list for vacant apartments.

3.3. Update on Phase II

3.3.1. Update on loan closings

Hoping to close with CHFA by mid-April

3.3.1.1. Authorize changes in underlying agreements between the housing authority, the Limited Partnership, and the funding sources

Bob Landry moved, Marylou seconded and it was unanimously approved to adopt a resolution modifying the ground lease prepayment for Phase II to \$268,500

3.3.2. Review construction activity

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

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

All that remains is to secure insurance and the truck will be ready to go. It was decided to eliminate collision coverage and proceed with the most cost effective proposal.

3.4. Other

Review of rents for Phase II: three tiers – 60% AMI, 50% AMI, and 25% AMI; all will use the same utility allowance of \$139; 60% - \$788; 50% - \$683; 25% - \$272.

Reviewed maximum and minimum incomes for each tier with the minimum income representing a level at which the rent would represent no more than 35% of annual income. Maintaining this standard means a significant part of each income category would not meet the criteria to qualify for becoming a tenant, especially in the lower two income categories.

4. New Business

4.1. Other

A training session on complying with LIHTC requirements is scheduled for April 17<sup>th</sup>. Attendance is mandatory for both management and the owners. WINN is sending employees and David Pinney will attend for the owners.

5. Approval of minutes from February 15 , 2012

6. Resident Questions/Concerns (Mary Lou Hastings)

Marylou indicated some residents would be interested in having AT&T as an alternative to Cox for cable and internet service. Only the original 52 units have the wiring required to receive AT&T service since AT&T did not provide the wiring to any of the new units.

7. Adjournment

The meeting adjourned at 7:45