

**Housing Authority of the Town of Somers
Regular Meeting June 20, 2012 – 5:30 p.m.
Woodcrest Community Room – 71 Battle Street
Agenda**

1. Call to Order

Call to order at 5:35

2. Attendance

SHA: Marylou Hastings, Robert Landry, Robert Pettee, David Pinney; WINN: David Blumberg, Mike Parsons, Brooke Hawkins; REDI: Harvey Edelstein

3. Presentation and review of 2011 audit by Julie Eisenhaur of Mahoney and Sabol

Ms. Eisenhaur was present and reviewed the letter to the partners of Woodcrest Elderly Housing Limited Partnership and the audit for 2011. There were no significant findings to report.

4. Old Business

4.1. Construction Report

4.1.1. Update on warranty issues

4.1.1.1. Residents still complaining about door repairs that do not provide effective seal

Cecil adjusts weather-stripping seasonally, every six months. Some residents anticipate this should not be necessary, which is not the case. Some excessive where on lower strip of storm door appears to be result of rubbing on the concrete surface outside the door. The primary concern is that residents with problems need to let the office know when the problem shows or if it returns. Continuing to keep the office aware of any repair issues is the only way they will reliably be addressed.

4.2. Management of Property (WINN)

4.2.1. Apartment Rental – Update

One vacant apartment; potential interest lined up.

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

One legacy unit coming up; will go back out at as 25%

4.2.2. Review work orders

Some open orders because Cecil has been on vacation. WINN is bringing in specialist as needed to review with vendors concerns raised by them about equipment or installation.

4.2.3. Review of activities and issues of concern

4.2.3.1. Review issues raised at residents' meeting of May 30

Smoking outside affecting neighbors, but little to be done short of banning smoking on the property. And while there is some support for doing just that, the problem right now is just one particular situation and banning smoking entirely from the campus seems a big move to address this instance. Management will continue to work with the residents involved to attempt to alleviate the problem.

A Beatification committee as a means of considering additional plantings or other modifications such as enhanced picnic areas or expanded patios at individual residences continues to appear to be welcomed by the residents, but no initial proposal has come forward yet.

4.2.4. Review Financial Report

Dave Blumberg led the financial review. Day-to-day expenses are tracking closely with budgeted projections. The major exceptions are reduced expenses for snow removal and delayed realization of audit expenses that had been budgeted to hit this past month.

4.2.5. Review Resident Services Coordinator's activities

Fran is helping the assessor work with the residents to apply for renters' rebates as well as continuing to organize birthday parties.

4.3. Update on Phase II

4.3.1. Review construction activity and schedule

The first five buildings (representing single-level garden apartments around the new big building at 75 Battle) have or will have shortly Certificates of Occupancy issued by the Town. CHFA also needs to review the units and sign off. Residents should be moving into these units during July. The two-story, 34-unit building known as #75 Battle St will be ready to occupy during August. The final four buildings that are an extension of the #63 Battle St complex are expected to be ready in September.

4.3.2. Report on leasing activity

The goal at this point is to be fully occupied by October 1. Half of the sixty new units are already under contract. The availability of these new units is coming faster than many on the waiting list anticipated. If they have homes to sell or other arrangements to make, they are not applying at this time but will be kept on the list. Brooke will continue to advertise in an effort to have sufficient applicants to fill all units.

4.3.2.1. What staff resources are being applied to lease-up; who is carrying the expense?

WINN is bringing on a full-time temporary staff person to assist in the full range of lease-up and daily office operations.

4.3.3. Review permanent staffing plans and expenses

It is anticipated that the temporary position mentioned above will become a permanent position after lease-up is completed in order to provide the level of ongoing support needed to operate 146 apartments. Another full time maintenance/custodial position will also be needed.

4.4. Other

Nothing raised.

5. New Business

5.1. Consider prospects for another construction project

Harvey reviewed some prospects for acquiring additional land in town suitable for housing similar to that being completed at Woodcrest presently. The cost of land acquisition and the increasingly limited supply of government support would require higher rents. This might include some units being offered at full market rate rather than a reduced rent to a targeted income group. Nonetheless, it potentially is an opportunity to create rental housing for seniors at incomes up to 80% of median as well as higher incomes. The housing and the level of rents anticipated do not exist in town at present and the stated interest in providing for such is high.

Harvey will continue to review financial info to evaluate the feasibility of pursuing such a project.

5.2. Other

Nothing else raised.

These minutes are not official until accepted at a subsequent meeting.

6. Approval of minutes from May 16 , 2012 and May 30, 2012, special meeting

Marylou moved, Bob Landry seconded, and it was unanimously approved to accept the minutes of May 16 and May 30 as presented.

7. Resident Questions/Concerns (Mary Lou Hastings)

Nothing additional raised

8. Adjournment

The meeting adjourned at 8:25.

Respectfully submitted,

David Pinney