

**Housing Authority of the Town of Somers
Regular Meeting January 16, 2013
Woodcrest Community Room – 71 Battle Street**

1. Call to Order

The meeting was called to order at 5:30

2. Attendance

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

3. Old Business

3.1. Management of Property (WINN)

3.1.1. Apartment Rental – Update

In Phase I, three vacancies are still under application and expect to be occupied Feb.1; Phase II has a vacancy though Brooke has an application in hand.

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

Nothing pending

3.1.2. Review work orders 3

Brooke reviewed reports for Phase I, Phase II, and the property in general. The septic system pump near Battle St. continues to generate sewer smells in the area. Inspections and review by two different contractors produce conflicting opinions. Maintenance staff (Paul) will follow-up with the original design engineer to develop efforts to resolve the issue. Sewer smells are noted occasionally at #75 but they are short term and difficult to pin down. Staff will continue to monitor. The elevator in #71 was down for four days over Christmas, but an expensive part specific to this model was required and not available until after the holiday.

3.1.3. Review of activities and issues of concern

3.1.3.1. Damage to siding from landscaping maintenance

Not taken up.

3.1.3.2. Solar collector at new sign needs to be repositioned; content on location sign will be redone to improve readability.

3.1.3.3. Light infiltration on neighboring property was reviewed. The higher elevation of the lights relative to the neighbors contributes to lights being more visible. Adding shields on back of lights at the back of the parking area behind #75 may help. Harvey will investigate this option.

3.1.4. Review Financial Reports

Mike reviewed the year-end report for Phase I. Late expenses for the elevator repair and a snow storm prevented purchasing some needed maintenance equipment. This will have to be taken care out of 2013 funds. Phase II reports for the final quarter of 2012 are being reviewed and finalized as part of meeting requirements to begin operations showing cash flow sufficient to meet expenses including debt service.

3.1.5. Review Resident Services Coordinator's activities

Fran has been out on medical leave. Office staff have been filling in, with social service needs being assisted by town staff.

- 3.2. Status update on possible Phase III
DECD still reviewing applications.
- 3.3. Other
4. New Business
 - 4.1. Other
5. Approval of minutes from December 19 , 2012
Marylou moved, Bob Pettee seconded and it was unanimously agreed to approve the minutes of the prior meeting
6. Resident Questions/Concerns (Mary Lou Hastings)
 - 6.1. Status of generator for #71
Delivery is expected within the next three weeks.
 - 6.2. The garage continues to collect more stuff, primarily at this point, walkers and other medical equipment left behind when residents move out. There is no room to park the truck or otherwise actively use the space. Discussion focused primarily on donating medical equipment and tools to organizations that could put them to good use. Paul will review and report on what if any of the items have potential to be useful and should be kept on the property.
 - 6.3. Other
7. Adjournment
The meeting adjourned at 6:45 PM.

Respectfully submitted,

David Pinney