

**Housing Authority of the Town of Somers  
Regular Meeting March 18, 2014 – 5:30 p.m.  
Woodcrest Community Room – 71 Battle Street  
Agenda**

1. Call to Order

The meeting was called to order at 5:30

2. Attendance

Marylou Hastings, Ellie Lally, Robert Landry, David Pinney; Brooke Hawkins; Bruce Whitaker

3. There was a moment of silence for Bob Pettee

4. Discussion with individual residents

Had list of questions and concerns from Diane Say. Reinie Cyr was present to address and expand on these. Brooke has responses she will distribute to board members.

5. Old Business

5.1. Management of Property (WINN)

5.1.1. Apartment Rental ó Update

Several turnovers, some due to smoking policy; Phase I has five units turning with applicants working through. One unit has heavy smoke damage. After reviewing a proposal from outside vendor, decided to tackle this with in-house staff. Phase II has three units turning over; two already rented, working on the other.

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

Two of the units in phase I were grandfathered units. Per our policy with these being the first two of this calendar year, they will be re-rented at market rate.

5.1.2. Review work orders

Several heating units repeatedly failing to operate due to freezing of condensation. Bob Socha looked at this and has observations to offer. The board will arrange to meet with him.

5.1.3. Review of activities and issues of concern

5.1.3.1. Distribution of revised resident handbook including implementation of no-smoking policy

Everyone received updated handbooks with separate smoking addendum. Most have returned the signed acknowledgement of receipt and signed smoking policy.

5.1.3.2. Damage to siding from landscaping maintenance

Still waiting; might have to go to different contractor.

5.1.3.3. Possible installation of security cameras

No activity given shortage of funds. Bruce trying out low cost motion-activated cameras at another facility and will report on how well they work.

5.1.3.4. Latest evaluation of drafty doors in renovated garden apartments

Bob Socha reviewed these doors along with other concerns on the property. The board would like to meet with Bob to review his report. We will arrange a meeting during the day that can include maintenance staff.

5.1.4. Review Financial Reports

5.1.4.1. Final positions reported for 2013

Audits have been completed and submitted to partners; tax returns completed and ready to file.

5.1.4.2. Monthly review of current budgets and actual expenses

Frequency and quantity of snow has pushed removal costs well over budget; offset to some extent by tight control over other expenses but large overages to make up.

Bruce suggested seeing how things develop through June before deciding if we need to cut in other areas to make up the shortfall.

5.1.4.2.1. Review of benefits provided to employees

Bruce has not had input from agent but will pursue it.

5.1.5. Review Resident Services Coordinator's activities

Report distributed and reviewed. Fran has been busy and productive assisting in distributing the revised handbook and smoking addendum, conducting wellness checks and helping residents connect with support and benefits for which they are eligible, including helping a veteran get several thousand dollars due him.

5.2. Other

Pest control coming next month to spray exterior of buildings for ants and bees

6. New Business

6.1. Other

Nothing raised

7. Approval of minutes from December 17 , 2013 and January 28, 2014

Marylou moved and Bob seconded and it was unanimously agreed to accept the minutes as presented

8. Resident Questions/Concerns

Nothing raised

9. Adjournment

The meeting adjourned at 7:30