

**Housing Authority of the Town of Somers
Minutes of Meeting December 22, 2014
Woodcrest Community Room – 71 Battle Street**

1. Call to Order

The meeting was called to order at 2:00pm.

2. Attendance

Elley Lally, Marylou Hastings, Dave Arnold, Bob Landry, David Pinney, Brooke Hawkins, Fran Little, Harvey Edelstein, Maureen Corley

3. Discussion with individual residents

Nothing raised

4. Old Business

4.1. Management of Property (WINN)

4.1.1. Apartment Rental – Update

Phase I – five vacant, 2 under deposit; Phase II – four, one under deposit. Some units have very recently opened up. Working through and updating waiting lists

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

None of the units involve grandfathered units

4.1.2. Review work orders

New maintenance person on Jan 5th; call contractor if necessary in the meantime; using Beebe for gutter and grounds clean-up

4.1.3. Review of activities and issues of concern

4.1.3.1. Maintenance staffing

Bob Green has been hired and spent two days getting started but will not be able to start full-time until Jan. 5.

4.1.3.2. Update on items reviewed by Bob Socha

Weather-stripping and sweeps have been delivered; new maintenance man would like to do the install to learn how they work and meet the residents.

4.1.4. Review Financial Reports

4.1.4.1. Monthly review of current budgets and actual expenses

Still working through some older payables along with current expenses. Both phases will end the year with no surplus and maybe some invoices carried over to new year.

4.1.4.2. Projections for year-end

Not anticipating positive position for either phase

4.1.4.3. Plan and prospects for developing the 2015 budget

Drafts have been developed building on historical expenses, using current maximum allowable rents for 25% and 50% and raising rent by 2% for renewals that are not currently at maximum. The federal limits are reviewed annually and updated rate maximums are expected in February.

4.1.5. Review Resident Services Coordinator's activities

Staff delivered 32 meals for thanksgiving with turkeys and vegetables provided from Foodshare. This year's holiday party was a pot-luck affair with roasts provided by the board and gifts provided by Woodcrest. It appears to have been well received.

Fran continues to take applications for heating assistance and assist residents in accessing a variety of other support programs.

4.1.6. Staffing Woodcrest's office

The part-time bookkeeper has left; Maureen and Brooke working on best staffing arrangements as we transition from Millennium to REDI as our new management company.

4.2. Other

5. New Business

5.1. Meeting schedule for 2015

Members and staff agreed to continue to schedule the third Tuesday of every month for a regular meeting of the Housing Authority with the meeting to be held at 2:00PM. The 2015 schedule is attached to these minutes

5.2. Other

6. Approval of minutes from November 18, 2014

Ellie moved and Dave Arnold seconded to add to the minutes a reference to the discussion that was held at the November meeting about scheduling a meeting with Maureen and Harvey for December 2nd, and to then approve the minutes as modified. Motion passed unanimously.

7. Resident Questions/Concerns

The generator for the community room at 63 Battle is not working. Brooke and Harvey will have O'Konis Electric, the contractor who installed the generator, take a look at it.

O'Konis has also been asked to replace lights for the flag pole, but has yet to take care of that. The local American Legion post has volunteered to provide a flag and maintain it but the lights need to be operational so the flag can stay up at night. Residents are anxious to see this taken care of. Harvey will follow up on this as well.

8. Adjournment

The meeting was adjourned at 3:15PM.

Respectfully submitted,

David Pinney

Schedule for Regular Meetings of the Somers Housing Authority for 2015

January 20th

February 17th

March 17th

April 21st

May 19th

June 16th

July 21st

August 18th

September 15th

October 20th

November 17th

December 15th

All meetings will begin at 2:00PM and held at 71 Battle St.