

**Housing Authority of the Town of Somers
Meeting September 15, 2015
Woodcrest Community Room – 71 Battle Street
Meeting Minutes**

1. Call to Order

The Meeting was called to order at 2:10 pm

2. Attendance

2.1. Acknowledgement of Ellie Lally's resignation

David Pinney indicated that Ellie Lally has submitted her resignation to the Board of Selectman. Marylou Hastings can serve as the tenant commissioner and Ellie's replacement could come from any resident of Somers.

In attendance were Dave Arnold, Bob Landry, David Pinney, Brooke Hawkins, Harvey Edelstein and Maureen Corley

3. Discussion with individual residents

Brooke update those present on several issues that have been brought up recently:

Issues at #75 arising from improper use of a motorized scooter and improper clean-up of dog feces: management is working with legal counsel and citing the responsible residents with violation notices.

Retaining assigned parking spaces during snow removal: one resident presented letters from her medical providers that confirm her need to have access to parking as close to her apartment as possible. Management is planning to use maintenance staff to clear parking areas rather than rely on the contractor to perform this function. This will not only reduce expenses but also allow more flexibility in timing the activity. With this change there should be more opportunity to accommodate special parking needs of residents, though residents are reminded that assigning parking sites is a convenience provided by management and not something included as a right of being a tenant at Woodcrest.

Arrangements have been made for a group of residents interested in quilting to have a space to work together and also keep their equipment secure.

4. Old Business

4.1. Management of Property (REDI)

4.1.1. Apartment Rental – Update

Three available units in Phase I since last meeting; Phase II has five openings, two rented, two available, one is a lease break.

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

No units involved in current openings

4.1.2. Review Condition of the Facilities and work orders

Brooke distributed report from Jay. Bi-fold closet doors continue to present problems

Several turnovers to work on. This is done with in-house staff for the most part; if carpet is bad then professional carpet cleaning.

REDI indicated they were adding a part-time maintenance person for about 35 hours a week. He will devote his time to replacing outside door bottom sweeps

4.1.3. Review Financial Condition

Additional maintenance man will be used in revised approach to snow removal that is still under development, with the goal being reducing overall cost

Maureen reviewed budget overruns and noted snow removal costs are the primary reasons for being over budget. Reducing these costs will go far toward going forward with costs staying within budget. But for this year, we will be short for both Phase I and II. Some potential to tap operating reserves, especially in phase II.

4.1.4. Review Resident Services Coordinator's activities

Busy with Access heating assistance applications, so not present, but provided an activity report that Brooke distributed.

4.2. Possible executive session to review contracts and litigation

Move to go into executive session to review pending litigation at 3:10; Brooke and Maureen were invited to participate.

Came out at 3:30; no action taken

4.3. Other

Nothing taken up

5. New Business

5.1. Other

Nothing taken up

6. Approval of minutes from August 18, 2015

Dave Arnold moved, Bob seconded and it was unanimously agreed to approve the minutes as presented

7. Resident Questions/Concerns

Had meeting with High Grade, progress likely in providing monthly statements during the heating season with the statements indicating new charges along with credits from heating assistance funds or from payment by the resident.

8. Adjournment

The meeting adjourned at 3:30pm

Respectfully submitted,

David Pinney, Chair