

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

1. Call to Order

The meeting was called to order at 2:00pm

2. Attendance

Marylou Hastings, Dave Arnold, Bob Landry, David Pinney; Brooke Hawkins, Maureen Corley

3. Discussion with individual residents

Resident returned from vacation to find indication someone had been in her apartment; would like to have some notice of fact that someone was in and what they were working on. This issue has been discussed in the past; conclusion is the need comes up rarely and adding a notice would make extra work for little purpose.

4. Old Business

4.1. Management of Property (REDI)

4.1.1. Apartment Rental – Update

Phase I and Phase II: each have a unit that will be occupied on Dec 22; so 100% at year-end

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

No new activity

4.1.2. Review Condition of the Facilities and work orders

Report distributed and reviewed by Brooke.

Variety of activities; none exceptional

Hoping to finish installation of door sweeps before the end of next week.

Dave Arnold was looking at the new tractor; concerned that this type of tractor is hard to start at temperatures below 20 and would recommend confirming that a block heater is not already provided and if so, installing one.

4.1.3. Review Financial Condition

Phase I is caught up on old bills and paid on current. Phase II will be tight to end the year but likely to be in the black.

Utility allowances have been recalculated by outside engineer and approved by the state. The new allowances vary with size and location of individual units. These allowances have to be offset in the rent for each unit, so current rent and potential for increase in rent in the next budget vary accordingly. In cases where the current rent is not already at the maximum allowed within LIHTC guidelines, the budget anticipates a 2% increase upon lease renewal.

4.1.4. Review Resident Services Coordinator's activities

Brooke distributed and reviewed report from Fran. Trying to monitor heat assistance to make sure those who need additional support can apply for it within the proper timeline. Fran is still providing the initial contact for prospective renters, though with fewer vacancies she can devote more time to wellness checks with individual residents.

4.2. Regular meeting schedule for 2016

Dave moved, Bob seconded and it was unanimously agreed to hold regular meetings on the third Thursday at 2:00PM at #71 Battle St. A specific monthly schedule is attached to these minutes

4.3. Possible executive session to review contracts and litigation

There was no need for an executive session

4.4. Other

Nothing raised

5. New Business

5.1. Other

Bob inquired about grants that might be available for Woodcrest. We discussed specifically state tax credit grants, but these require initial funding from the applicant, something that would be challenging in Woodcrest's finances

Maureen indicated they are looking at opportunities to secure grant assistance for solar power installations

6. Approval of minutes from November 17, 2015

Marylou moved, Dave seconded and it was unanimously agreed to adopt the minutes as presented.

7. Resident Questions/Concerns

Concern that the bus service for seniors is not being made available to Woodcrest residents; unclear at this point whether bus service is more restricted now across town or just to Woodcrest. Fran will work with Elaine Fedorowich, who is a member of the town's Advisory Committee for the Elderly to investigate new restrictions on access to bus services.

8. Adjournment

The meeting adjourned at 3:30

Respectfully submitted,

David Pinney, Chair

Schedule for Regular Meetings of the Somers Housing Authority for 2016

January 21st

February 18th

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.