REGULAR MEETING – January 10, 2019

Chairperson Mike O’Neil called the January Regular Meeting of the Housing Authority to order at 1:00 pm. Attendance upon roll call:

PRESENT: Chairperson Mike O’Neil, Vice-Chairperson Karen Roy-Guglielmi, Commissioners Glenn Tarro and Peter Olson, Executive Director Betsy Soto and Bobbi Kruglik.

ABSENT: Commissioner Judy Hany

PUBLIC COMMENT: None.

MINUTES: On a motion made by Commissioner Karen Roy-Guglielmi, the minutes of the combined November/December Regular meeting was approved as read. Commissioner Peter Olson seconded with the vote being 3 ayes. Motion carries.

BILLS: After review and discussion of the invoices paid, Commissioner Glenn Tarro made a motion to approve the payments. Commissioner Peter Olson seconded the motion with the vote being 3 ayes. The checks approved were: Revolving #66294-66372; Federal #24150-24206; Franklin Park East #1486-1495; Windermere Court #1600-1609; State #15026-15039; Congregate #12060-12104 Voucher #50701-50707; and Local #3238-3245. Motion carries. The Housing Authority’s credit card invoice was reviewed and approved.

Cash Report: The Cash Balances were reviewed with the Board of Commissioners.

Occupancy Report: The Occupancy report was reviewed with the Board of Commissioners.

EXECUTIVE DIRECTOR’S REPORT:

Francis Pitkat Congregate Living Center Renovations:Renovations are moving along at the Pitkat, construction is 98% complete. The Main entrance canopy is complete, sidewalks and parking lots are complete including new concrete curbs, LED Lights, dumpster enclosure, line striping, 1st floor and 2nd rugs and vinyl flooring are complete, Arts and Craft room complete, Library room complete, new fire panel installed, completed and passed inspection. Renovations of all 44 apartments, the Dining Room fireplace construction and front office remodel are complete. Kitchen counters and backslashes are 100% complete. The common area heat was completed in December. The roof has been replaced and the new windows are 100% complete. Attic insulation 100% complete, Repainting of Bridge Deck completed, the common area finishes and new light fixtures throughout the building are 100% complete. The new elevator is operating and complete. The fire alarm and security cameras are 100% complete. Landscaping is complete. Seed will not grow in November. BRD owns lawn, will come back in the spring. There are still items that are being addressed and project cannot be closed until the items have been installed per the project specifications. There is no current update on the notification received from CHFA stating that we may not be able to use all of our construction contingency funds on the project and that it may have to be used to pay back the pre-development loan that they previously said we did not have to repay. Furniture has been selected and awaiting CHFA change order approval.

State of Connecticut DOH-Housing Choice Voucher and Rental Assistance Programs: The Department finished September with 1,174 vouchers and RAP certificates which is up 4 from my previous report.

Local Section 8:The department ended September with 318 vouchers, 4 down from the last report. The department continuous to work diligently in assuring accuracy and getting full participation from clients.

Franklin Park East and West:Camera project Contracts signed on 1/4/19. Construction to commence date to be determined. Re-Construction of unit 33 Franklin Park East is ongoing. Demolition at 100%, Framing at 100%, Roofing will be at 100%, Electrical at 75%, Project Management at 75%.

Court Street:Lobby project designs are complete. Scope review on the works. Construction date to be determined.

Grove Court:Grove Court Project in discussion.

OLD BUSINESS: None

NEW BUSINESS: None

INFORMATIONAL:

NERC/NAHRO Winter Conference: The Conference will be held at the Mohegan Sun Resort on February 3th to the 6th. There is a Commissioner’s training component if the Board is interested in attending. Betsy Soto and some staff plan on attending.

EXECUTIVE SESSION: At 1:35 pm, Commissioner Karen Roy-Guglielmi made a motion to go into Executive Session to discuss personnel. Commissioner Glenn Tarro seconded with the vote being 3 ayes. Ms. Soto and Ms. Kruglik were invited to stay.

At 2:15, Returned to regular session.

The next meeting will be the February Regular Meeting which will be held on February 14, 2019 at 21 Court St. at 1:00 pm.

The January meeting was adjourned at 2:16 pm on a motion by Commissioner Karen Roy-Guglielmi; seconded by Commissioner Glenn Tarro with all voting in favor. Motion carries.

Executive Director