

REGULAR MEETING – July 8, 2021

Chairperson Karen Roy-Guglielmi called the June Regular Meeting of the Housing Authority to order at 1:01pm.
Attendance upon roll call:

PRESENT: Chairperson Karen Roy-Guglielmi, Commissioners; Susan Bannon, Carl Shaffer, Kathleen McCarthy, Executive Director, Betsy R. Soto, Finance Manager, Wendy Ng, and VHA Attorney, Michael Wrona. Anthony Wright, resident at 21 Court St. 5R.

ABSENT: Commissioner Ellen Eybel

Public Comment: None

MINUTES: A motion was made by Commissioner, Carl Shaffer to adopt the minutes of June 2021 Regular Meeting as offered. Commissioner, Susan Bannon seconded. All present voted for the approval of the motion. Motion carried.

BILLS: After review and discussion of the invoices paid, Commissioner Susan Bannon made a motion to approve the payments. Commissioner Kathleen McCarthy seconded the motion. All present voted for the approval of the motion. Motion carried. The checks approved were: Revolving #67724-67760; Federal #25039-25056; Franklin Park East #1641-1641; Windermere Court #1794-1798; State #15207-15212; Congregate #12803-12816; HCV# none; and Local #3363-3368. The Housing Authority's credit card invoice was reviewed and approved along with the bills.

During the bills review, Chairperson Karen Roy-Guglielmi stepped down as Chairperson at 1:18 pm and Commissioner Susan Bannon chaired the meeting until Karen Roy-Guglielmi returned at 1:20 pm.

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

Occupancy Report: The occupancy report was reviewed with the Board of Commissioners by Executive Director, Betsy R. Soto.

EXECUTIVE DIRECTOR'S REPORT: Windermere Exterior Site Improvement Project: Construction began 8/17/2020. New concrete sidewalks, lighting, siding, fencing, Breezeway soffits, building unit numbers, pavement sealing, Breezeway sidewalk, fencing and power washing scheduled are 100% complete. Vehicles bumpers and paint stripping are in final stages.

Grove Court Camera Project-VMS (Cameras) Design Pre-Proposal Conference re-scheduled for 2/25/2021 & Design Proposals due 3/19/2021. New Item: Received pre-proposals from D'Agostino & Associates \$27,500.00, Salamone & Associates \$11,730.00, and Reed Hill \$9,391.00. Awarded to the lower bidder-Reed Hill. Design in progress and final stages.

Becker Place: Architectural and Engineering walk through pre-proposal accepted on April 12th. Walk through and scope review completed on 5/29/2019. Meeting was held onsite on 1/6/2020 to discuss designs with SHPO. SHPO scope of work was approved on 1/30/2020. VHA-request to HUD to rescind the request to demolition in 2015 was approved on 1/16/2020. Becker Place will no longer be demolished and its now in the process of rehabilitation. Pre-Bid Walk-thru conducted 4/26/2021, Bid Opening held 5/13/2021. Due to only receiving 2 bids and both over budget, both bids have been rejected. Re-Bid opening schedule for 7/8/2021.

Local Section 8: The department ended June with a count of 321. 1 down from the previous month. The Section 8 program is working diligently towards increasing the program to maximize the number of participants on the program.

State of Connecticut DOH-Housing Choice Voucher and Rental Assistance Programs: The Department ended June with a count of 1,142 vouchers and RAP state certificates, 9 down from the previous month. The program is working towards accuracy in both programs and getting full participation from clients.

Francis Pitkat Congregate Living Center: Submitted by the Program Supervisor: Debra Hedger-The Vernon Housing Authority continues to follow all CDC rules and Governor's Executive Orders by providing quality and safe services to all residents. Congregate employees, residents, visitors, and others must wear a mask or a face covering when in common areas (hallways, indoor community spaces, etc.). Staff is currently scheduling entertainment and activities for the residents.

Congregant living has begun to reinstate normal activities. Residents are now allowed back in the general dining hall for meals and safe distance socializing. Residents enjoyed Duncan who came to sing while residents sang along. We are gradually increasing activities on a weekly basis. Activities will be monitored for number of attendees and social distancing. Sanitizing of social areas is executed by the maintenance staff after each activity.

Social Activities: Some of the activities that are being researched and scheduled are: Senior Foot Care, Live entertainers, Mass and communion, Movie Afternoon, and pet visits. Disposable Bingo cards 8 x 12 and dabbers have been ordered.

Our Bulletin Board consists of a monthly lunch menu provide by Glendale Senior Dining and displayed on the TV screen, Weekly Bus Schedules, Monthly Vernon Senior Center Newsletter, our Pitkat Congregate Newsletter with interesting articles, games and puzzles, the weekly lunch menu and activity calendars. Other postings are frequently added to the bulletin board.

Bread/Pastry – Every Tuesday community volunteer’s deliver bread & pastry from Stop & Shop. This is a service that the Residents look forward to receiving on a weekly basis.

HVCC “Dial a Ride” provides transportation to the Residents such as grocery shopping and doctor’s visits. HVCC Food Pantry provides weekly deliveries to Residents. Vernon Senior Center provides weekly transportation for grocery shopping. Homebound Reading Program with the Rockville Public Library continues to be a successful and rewarding program for the Residents. We also have Pitkat Book Club that our Residents enjoy participating in. The staff celebrates and acknowledges the residents by giving them a birthday card. Every month they serve a birthday cake and ice cream as the dessert and Bridget sings happy birthday. VHA staff along with the Town of Vernon Social Services department continue to assist residents with the Renters Rebate Application.

June 10th-Grove Court and June 24th Court Towers Picnics went very well. Many residents attended and enjoyed the food and entertainment. Residents were happy and thankful. There will be 2 more picnics with entertainment in the month of July.

OLD BUSINESS: None

NEW BUSINESS: None

INFORMATIONAL:

Thank you letters from residents – Picnic’s with entertainment took place at each VHA property. Residents who attended loved the food and entertainment provided. Thank you, letters, sent by residents were received expressing their gratitude.

Memorial Tree Planted for late VHA Board Commissioner– A Memorial Tree has been planted in memory of late Commissioner Peter Olson who served on the Vernon Housing Authority Board of Commissioners for 31 years. His service and dedication to this agency was admirable and truly appreciated.

EXECUTIVE SESSION: At 1:55pm, Susan Bannon made a motion to go into Executive Session Discussion of Recent Grievance Hearing and Hearing Officer’s Decision second Carl Shaffer. All present voted for the approval of the motion. Motion carried. Executive Director Betsy Soto and Attorney Michael Wrona invited to stay. Wendy Ng left the meeting.

At 2:05 pm, return to regular session Ms. Ng returned to meeting. The next meeting will be the September Regular Meeting which will be held on September 9, 2021 at 21 Court St., at 1:00 pm.

The July/August Combined Regular meeting was adjourned at 2:08 pm on a motion by Commissioner Susan Bannon, seconded by Commissioner Carl Shaffer. All present voted for the approval of the motion. Motion carried.

Respectfully Submitted,

Betsy R. Soto, Executive Director