

REGULAR MEETING – September 9, 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, Anthony Branciforete Reporter from the Journal Inquire, Arthur Swanson Jr, resident in 29 Windermere #12, David Howey, resident in 55 Grove #39

ABSENT: NONE

Public Comment: Arthur Swanson Jr. made comments about the Pet Deposit. David Howey dropped off Letters and made complaint regarding another resident.

MINUTES: A motion was made by Commissioner, Carl Shaffer to adopt the minutes of July/August 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 Kathleen McCarthy made a motion to approve the payments. Commissioner Susan Bannon seconded the motion. All present voted for the approval of the motion. Motion carried. The checks approved were: Revolving #67761-67834; Federal #25057-25095; Franklin Park East #1642-1651; Windermere Court #1799-1814; State #15213-15223; Congregate #12817-12852; HCV# none; and Local #3369-3377. The Housing Authority's credit card invoice was reviewed and approved along with the bills.

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. The new concrete sidewalks, lighting, siding, unit numbers, perimeter fence, landscaping, Breezeway soffits, pavement sealing, Breezeway sidewalks, power washing, vehicles bumpers, parking lot paint stripping are all 100% complete. Final Inspections and Certification of Completion in progress. Project is now 99% complete.

Windermere Energy Performance Project – We entered a contract with Eversource and one of their contractors to make the apartments at Windermere more energy efficient. The total cost of the measures will be \$35,762.83 with the VHA paying only \$8,650.10 and Eversource paying the balance to the contractor performing the work. These measures include additional attic insulation, exterior door weather-stripping, domestic hot water measures and the replacement of dwelling unit light bulbs with more energy efficient L.E.D. bulbs.

Grove Court Camera Project - 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 drawings and Specifications are complete, and the project is in the process of going out to bid.

Grove Court Major Renovation – We have developed a preliminary scope of work to renovate this property. We are looking to do the following in order to redevelop and make the property viable for the foreseeable future; ADA Upgrades to 10% of the apartments (6 Units); complete Community Room upgrades; complete upgrades to the site including paving, sidewalks, site stairs, parking lots including additional parking, landscaping and site lighting; building exteriors including roofing, gutters, siding, windows and exterior doors; apartment interiors including; Kitchens cabinets, counters, sinks, appliances and flooring. Bathroom tub/shower surround, vanities, toilets, accessories, and flooring; electrical panels, fire alarm and CO systems, unit lighting, energy efficient heat pumps for heating and air-conditioning, plumbing, and any associated hazardous material abatement. Currently working on an RFP for a design professional and in discussions with CHFA to determine possible funding streams.

Becker Place - Three bids were received and the low bid from LINK General Contractor's has been recommended for approval by the board.

Local Section 8: The department ended August with a count of 321 this was 1 down from the previous month. The Section 8 program is working diligently towards the continuance of 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 August with a count of 1,144 vouchers and RAP state certificates, 2 up from the previous month. The program is working towards accuracy in both programs and getting full participation from clients.

Francis Pitkat Congregate Living Center - As COVID-19 is still upon us we are continuing to take steps to ensure the safety of our residents. All residents and staff are doing very well during this time and are continuing the use of facemasks, hand sanitizing, social distancing and sanitizing of social areas is executed by the maintenance staff after each activity for every one's safety. The Housing Authority continues to follow all CDC rules and Governor's Executive Orders by providing quality and safe services to all residents. Residents continue to enjoy having their lunches in the dining room and safe distance socializing. Re-Instated Entertainment: Residents enjoyed the music of Alex Lentini performed on the guitar for the Residents on Thursday, August 19th, Duncan, who performed on the piano for the residents with a sin- a-long on Thursday, August 26th in the Parlor, and music from Red & Yellow Acoustic Duo (Dan & Debra), on Tuesday, August 31st. Wii Bowling and Bingo is being held every Tuesday's and Thursdays. Movie based on the groundbreaking best-selling book by Rhonda Byrne, The Secret: Dare to Dream was enjoyed by residents on Thursday, August 10th. Father Eadusz from St. Joseph's Catholic Church in Vernon will begin Mass starting in September on the 2nd or 4th Friday of each month. Our Pet Therapy visit on Tuesday, August 12th was with Karen Tuccitto and Luuka her Finnish Lapphund. Regularly Scheduled Activities: Shopping bus is available on Tuesdays and Thursdays. Birthday celebration is the first Monday of every month. The staff celebrates and acknowledges the residents by giving them a birthday, get-well or sympathy card.

OLD BUSINESS: None

NEW BUSINESS: 6 Becker Place-Rehabilitation Re-Bid. After some discussion, Commissioner Kathleen McCarthy made a motion to approve contractor LINK General Contracting and Commissioner Susan Bannon seconded with All presents voting as follow: Chairperson Karen Roy-Guglielmi, Commissioners; Susan Bannon and Kathleen McCarthy voted in the affirmative. Commissioner Carl Shaffer abstained. Motion carried.

2022 Payment Standards-Flat Rents-were presented. After some discussion, Commissioner Carl Shaffer made a motion to approve the Payment Standards for 2022 and Commissioner Kathleen McCarthy seconded with All presents voted for the approval of the motion. Motion carried.

2022 Payment Standards-HCV- were presented. After some discussion, Commissioner Susan Bannon made a motion to approve the 2022 HCV Payment Standards and Commissioner Kathleen McCarthy seconded with All presents voted for the approval of the motion. Motion carried.

Letter to VHA Residents addressing the Journal Inquirer article – the Executive Director sent the letter to VHA Residents regarding the article in Journal Inquire. Clarify the misunderstanding that were referenced in the article. Provide all VHA staff's contact information and policy and procedure to do if residents have any questions and concerns.

EXECUTIVE SESSION: None

The September Regular meeting was adjourned at 1:51 pm on a motion by Commissioner Susan Bannon, seconded by Commissioner Kathleen McCarthy. All present voted for the approval of the motion. Motion carried.

Respectfully Submitted,

Betsy R. Soto, Executive Director