

REGULAR MEETING – July 14, 2022

Chairperson Karen Roy-Guglielmi called the May Regular Meeting of the Housing Authority to order at 1:02 pm. Attendance upon roll call:

PRESENT: Chairperson Karen Roy-Guglielmi, Commissioners Kathleen McCarthy, Carl Shaffer (arrived at 1:10 pm), Sean Hadden, Executive Director Betsy R. Soto, Finance Manager Wendy Ng, Facility Manager Michael Patrick

The meeting location is on 55 Grove Street Vernon, CT Community Room

ABSENT: Commissioner Commissioners Susan Bannon

Public Comment: Due to the new location of this meeting, present commissioners and VHA introduced themselves by stating our names and titles with VHA. Karen Roy-Guglielmi, Chairperson, Commissioner Sean Hadden, and Insurance Agent in town, Kathleen McCarthy, Tenant Commissioner, Carl Shaffer, Commissioner, Betsy R. Soto, Executive Director, Wendy Ng, Finance Manager, Michael Patrick, Facility Manager. Grove #39 resident David Howey presented 3 grievances (1 for him, 1 for Heidi Howey and 1 for Arthur Swanson) all Commissioners received a copy. He spoke about his request to change from regular parking space #38 to handicap parking space #39. Upheld the decision on behalf of VHA and denying his request. A/C charged fees for the use of a 2nd unit he didn't think he should be charged for, charged fees to his account for damages done while moving his mother in law at VHA's Congregate facility wall and floor. He disagreed with all fees applied to his account.

Wind. #12 resident Arthur Swanson talked about the harassment he thinks other resident in the same location. He also gives a police report his incident involvement lists (no detail).

Grove #52 resident Joy Parrott talk about repairs in Bathroom and closet door in kitchen were not fixed as he wanted.

Grove #46 Heidi Howey wants to have Gazebo like the one in Congregate.

Grove #34 Resident Barbara Bruno wants to have outside door to replace.

MINUTES: A motion was made by Commissioner Kathleen McCarthy to adopt the June 2022 Regular Meeting minutes as offered. Commissioner Carl Shaffer 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 Carl Shaffer second the motion. All present voted for the approval of the motion. Motion carried. The checks approved were: Revolving #68229-68269; Federal #25316-25339; Franklin Park East #1691-1692; Windermere Court #1882-1892; State #15305-15315; Congregate #13047-13079; HCV# none and Local #3417-3421. The Housing Authority's credit card invoice was reviewed and approved along with the bills. Commissioner Sean Hadden had question on Federal check #25317 & others check to Attorney State ck#15306 payable to Halloran & Sage LLP. Explanation as ck#25317 payable to D&V Associates, LLC is VHA must pay for resident's public hearing attorney fee. Halloran & Sage LLP is VHA inhouse attorney. VHA paid monthly for the services by attorney Michael Rona. Commissioner Carl Shaffer had question on Federal check #25329 payable to Eversource. Explained that the payment is for electricity bill for one Scattered Site family, tenants have zero income and eligible for a utility credit. The utility credit is submitted to Eversource directly. All questions answered no follow up required.

Cash Report: The Cash Balances were reviewed with the Board of Commissioners. Commissioner Sean Hadden has questioned on the cash balance on State. Explained to VHA started to pay contractors for State rehabilitation and redevelopment the entire project. For Example, see State check#15315. No follow up required.

Executive Director Report: Grove Court Major Renovation – In Design Phase.

Grove Court VMS (Camera) Project – Project 96% complete. Parts scheduled to come in Mid-July.

Congregate-Replacement of Gazebo – Gazebo installation is complete. Waiting on final electrical and punch list inspections.

Franklin Park East, West, and Windermere- Signage and Sign Lighting A & E (Design Services) - In design phase.

Franklin Park West and East-Roof Replacement A & E (Design Services) – In design phase.

PHA Wide Carbon Monoxide Alarms/Detectors Assessment. 3 proposals were received. Antinozzi Associates Architecture & Interiors for \$13,400.00, Silver Petrucelli & Associates \$8,800.00, Capital Studio Architects \$4,000.00. Awarded to lower bidder Capital Studio Architects. Contract signing to be scheduled.

Becker Place – Countertop Install: 7/15 (all units), All flooring complete, Boilers installed and complete, Baseboard Heating installed and complete, Interior Primer of walls/ceilings 25% complete, interior, and exterior paint prep to start approximately the week of 7/15, Exterior site survey/site paving – on hold, Pending Change Orders for: Trim, Doors, Existing Conditions to be corrected.

Local Section 8 - The department ended June with a count of 351 HCV, 31 more than 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 June with a count of 1,127 Vouchers and RAP state certificates, no change from the previous month. The program is working towards accuracy in both programs and getting full participation from clients.

Francis Pitkat Congregate Living Center–We have scheduled different card games, such as LCR on Saturday and Sunday evenings, Pokeno on Tuesday, and Thursday evenings. They also enjoy building puzzles and playing board games in the parlor or sunroom. On June 7th from 9:00-Noon two employees from Vernon Social Services helped the residents complete the information required for the Renters' Rebate in the sunroom. They had a good turnout. The Nintendo Wii Bowling was enjoyed by the residents on June 7th and June 28th at 2:00 p.m. in the parlor. The residents were entertained this month by Sandy Robinson on June 2nd, Chicago Joe on June 8th, Duncan on June 14th, Dan & Debra on June 21st, Alex Lentini on June 23rd, and John Grundstrum on June 30th. Pet Therapy continues to be well received by the residents. On June 24th, Izzi, a King Charles Spaniel/poodle visited with our residents in the parlor. Our residents really enjoy BINGO, and we now have it scheduled for every Wednesday and Friday evenings at 6:00 pm. "Winner or Loser" every resident has a chance to win a gift card just for participating. The Catholic Mass was held on Thursday, June 24th in the Arts & Crafts room. The second-floor library is open every day for the residents to enjoy picking out reading material, books or just to spend some quiet time talking in the room. The Arts and Crafts room is also open to the residents. We have resumed Chair Yoga twice per month, June 1st, and 15th. The residents are very happy and really enjoy this activity. Pitkat & Community Activities. 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, get-well or sympathy card. In June, we celebrated three birthdays. The cook continues to bake a monthly birthday cake and everyone in the dining room sings "Happy Birthday!" The residents are practicing social distancing activities such as: Utilizing the Living Room area to meet up with friends for a chat. Residents fulfilling exercise regiments by walking both inside and outside the facility.

Facility Managers Report: Provided a detailed report of last month's work orders activities throughout all properties.

Old Business: None

New Business: None

INFORMATIONAL: Tenant Survey – Office in search for the company can do tenant survey. Commissioner Sean Hadden provided 3 additional companies to reach out to. Office will follow up with them to get quotes.

Thank you letter from residents – received more tenant thank you notes and appreciation letters from the Congregate Facility and other property residents.

2022 Yard Goats Trip – VHA Resident trip to the Hartford Yard Goats being held on Friday, July 29, 2022. Transportation being provided.

2022 VHA Summer BBQ – will be held on Friday, August 12, 2022 from 12-3pm at 114 Franklin Park West. BBQ flyer was mailed to all residents. Transportation will be provided for the convenience of the residents. A farmer's market will also be held on the same day for the convenience of the residents. There will be 6-7 different farmers, local agencies have been invited such as Town of Vernon social services, HVCC, Vernon Senior Center, Vernon Library, who may provide our residents with other needs.

The next meeting will be held on September 8, 2022, at 1:00 pm in the Congregate 2nd floor Arts and Craft Room.

The July Regular Meeting was adjourned at 1:38 pm on a motion by Commissioner Kathleen McCarthy; seconded by Commissioner Carl Shaffer all voting in favor. Motion carried.

Respectfully Submitted, Betsy R. Soto, Executive Director, PHM, VEM