

REGULAR MEETING – May 13, 2021

Chairperson Karen Roy-Guglielmi called the March Regular Meeting of the Housing Authority to order at 1:16pm. Attendance upon roll call:

PRESENT: Chairperson Karen Roy-Guglielmi, Commissioners Susan Bannon, Ellen Eybel, Executive Director, Betsy R. Soto, Finance Manager, Wendy Ng, Facility Manager, Michael Patrick

ABSENT: Carl Shaffer, Kathleen McCarthy

Public Comment: David Howey who is a resident at Grove Court #39 discussed alleged issues he has regarding the VHA.

MINUTES: A motion was made by Commissioner, Susan Bannon to adopt the minutes of April 2021 Regular Meeting as offered. Commissioner, Ellen Eybel 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, Ellen Eybel seconded the motion. All present voted for the approval of the motion. Motion carried. The checks approved were: Revolving #67646- 67685; Federal #24985-25009; Franklin Park East #1632-1635; Windermere Court #1774-1782; State #15194-15199; Congregate #12762-12785; HCV#53569-53570; and Local #3351-3358. 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: CoVID-19 Vaccines continue to be administered throughout our properties. 77% of our residents and have been vaccinated to date. Many of our residents have taken the opportunity to receive the vaccination through the clinics offered on our properties.

Local Section 8: The department ended April with a count of 323. No changes 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 April with a count of 1,153 vouchers and RAP state certificates, 4 up from the previous month. The program is working towards accuracy in both programs and getting full participation from clients.

Windermere Camera Project: All cameras have been successfully installed. Internet connection is installed. The project is now 100% complete.

Windermere Exterior Site Improvement Project: Building unit numbers, pavement sealing and breezeway sidewalk 100% complete. The installation of fencing is 90%.

Grove Court Camera Project-VMS (Cameras) Design Pre-Proposal Conference was re-scheduled for 2/25/2021 & Design Proposals were 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.

Becker Place: Pre-Bid Walk-thru was conducted 4/26/2021, Bid Opening scheduled for 5/13/2021.

Francis Pitkat Congregate Living Center: By Betsy R. Soto-The Grand Reopening of the facility is scheduled for Thursday, May 27, 2021. Residents and visitors will be required to wear a mask to maintain a safe environment for all residents including those who have opted not to be vaccinated. The Vernon Housing Authority continues to follow all CDC rules and Governor's Executive Orders by providing quality and safe services to all residents. Maintaining a safe environment for our residents and employees is a priority. Regularly scheduled activities, entertainment and providers will transition in phases.

Submitted by RSC: Residents received a gift (Small Bunny filled w/ chocolate eggs and a Hopping Chick) from VHA for Easter Day. They were extremely happy and appreciative. Our Bulletin Board area is the "Communication Gateway" to the Pitkat Residents to keep them informed regarding pertinent information, Pitkat & Community Activities. Monthly menu provide by Glendale Senior Dining, New TV showing weekly menus. 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. Residents receive a card from VHA on their birthday.

OLD BUSINESS: NONE

NEW BUSINESS: Congregate Management Plan and Services Budget: Ms. Ng gave an overview of both the proposed Management Plan and Services Budget to the Board. There is no Base Rent and Core Services increase in the plan. After some discussion, Commissioner, Ellen Eybel made a motion to approve the Management Plan and Congregate Services Budget as presented and accept Resolution #410. Commissioner Susan Bannon seconded them. All present voted for the approval of the motion. Motion carries.

INFORMATIONAL: HUD Letter on SEMAP Score – HUD official sent letter to indicate that VHA has 100% score for Fiscal Year Ending 12/31/20 on Section 8 Management Assessment Program (SEMAP). Which designates VHA as a High Performer.

EXECUTIVE SESSION: None

The next meeting will be the June Regular Meeting which will be held on June 10, 2021 at 21 Court St., at 1:00 pm.

The May Regular meeting was adjourned at 1:50 pm on a motion by Commissioner Susan Bannon, seconded by Commissioner Ellen Eybel. All present voted for the approval of the motion. Motion carried.

Respectfully Submitted,

Betsy R. Soto, Executive Director