

**HOUSING AUTHORITY OF THE TOWN OF SIMSBURY
BOARD OF COMMISSIONERS – REGULAR MEETING MINUTES
AUGUST 13, 2015
SUBJECT TO APPROVAL**

The regular monthly meeting of the Housing Authority of the Town of Simsbury, Connecticut was held on August 13, 2015 at the Virginia Connolly Residence at 1600 Hopmeadow Street, Simsbury, CT. The meeting was called to order by Vice Chairman Woody Eddins at 6:05 P.M. Also in attendance were Commissioners Cheryl Cook, Oliver Dickins, Kay Coffey, and Executive Director Ed LaMontagne. Chairman Ron Zappile and Housing Administrator Christine Winters were excused.

The Pledge of Allegiance was recited.

There was no one present at the public audience.

ACCEPTANCE OF MINUTES

Regular minutes of June 11, 2015

Commissioner Cook made a motion to approve the Regular Meeting minutes of the June 11, 2015 meeting. Commissioner Dickins seconded the motion. All were in favor and the motion passed.

BOARD OF SELECTMEN LIAISON REPORT

Board of Selectman Liaison Cheryl Cook reported on town items which included the recent changes regarding members to the Board of Selectmen; a request made to the Board for bone marrow donations; approval of the demolition of the Betty Hudson house by the river on the town acquired property; awarding of the Small Cities Grant; discussion on hydrant accessibility in Town; and the most recent plans for the opening of the Big Y Supermarket.

EXECUTIVE DIRECTOR'S REPORT

Program Updates

Executive Director LaMontagne reported that the Simsbury Housing Authority received a grant for \$775,580 from the Connecticut Department of Housing which will be used for a new roof for the Virginia Connolly Residence, and for repaving of the roads for the entire complex. The funds will be available to us around November 1. It is expected that the new roof might be completed in the fall, but the paving will not be accomplished until next spring. There may be additional costs for design work.

He reported that the budget for 2015-16 submitted to the Connecticut Housing Finance Authority and Department of Housing have been approved, however a proposal for an increase in the RSC Program was denied.

Executive Director LaMontagne stated that we received a grant in the amount of \$1,560 from the CHFA Small Improvement Program. These funds are planned to be used to purchase a sideboard and accessories to provide the residents of Virginia Connolly with a breakfast-break program which will be located in the lounge area. To date, we have received most of the equipment for this program, but are awaiting the delivery of the sideboard. The program is expected to be operating by the end of August.

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He reported that a meeting was held recently with representatives of the Town of Simsbury and the Executive Director of the Gifts of Love/Community Farm of Simsbury. This program is designed to provide free food, once a month, to residents who meet the income eligibility requirements. To date, 12 residents expressed an interest in the program.

We sponsored our first social program for the residents on August 1st. A bus trip to the theater at Westminster School for a performance of “Fiddler on the Roof” was enjoyed by 11 residents of both properties. The cost of the program for tickets and transportation was \$526.00. This cost was expensed from our SHA account. Another trip is planned for the fall.

Executive Director LaMontagne reported that he has received correspondence from the Department of Housing indicating the dollar amounts owed to the state to satisfy specific contract funding provisions. He stated that a bill has not yet been received, but will be paid upon receipt of same.

He reported that VCR will be celebrating its 25th Anniversary in mid-October and celebration plans are being made. They include a luncheon for residents and family members and an evening event for the Community. Further plans will be forthcoming.

He reported that both he and Housing Administrator Winters will be attending the CONN-NAHRO Conference at the Mohegan Sun on August 31-September 2.

Our Annual Labor Day Picnic will be held on Friday, September 4 at 12:00 noon at the Virginia Connelly Residence. He invited all of the Commissioners to attend.

Financial Update

Copies of the financial report for the month of June 2015 were distributed. Also, included were year-to-date figures. This was the last month of the fiscal year. Executive Director LaMontagne discussed the figures in detail and answered questions put forth by Board members.

He also distributed a report on the SHA Account detailing expenses for recent programs.

Correspondence

Executive Director LaMontagne read letters written by residents expressing appreciation for programs and services offered here at VCR.

MARKETING

In the absence of Housing Administrator Christine Winters, Executive Director LaMontagne reported that ads continue to be placed in the *Yankee Flyer* which seems to generate the most interest. He showed the Board a copy of the Chamber of Commerce Directory in which an ad for the properties is included. Plans are in place for a booth at *Septemberfest* and the Annual Senior Showcase & Wellness Fair at Eno Hall. Promotions for the 25th Anniversary of VCR are also being planned.

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RENTAL UPDATE

It was reported that presently there is one vacancy at Virginia Connolly which is expected to be filled shortly. Another vacancy is expected during the month of August.

There are two vacancies at the Owen Murphy Apartments. Applications are being accepted from the waiting list.

OWEN MURPHY APARTMENTS

Updates

- Minutes of the Residents' Meeting held in July were distributed.
- The Activities Calendar for the month of August was distributed.
- An issue regarding one of the residents was discussed.

VIRGINIA CONNOLLY RESIDENCE

Updates

- The Activities Calendar for the month of August was distributed.
- A residents meeting is scheduled for August 20, 2015.

Assisted Living

- The Assistant Living Services Program is currently providing services to 26 residents.

Programs

- A variety of programs are being offered to residents including a seminar on scams presented by the Simsbury Police Department.

OLD BUSINESS

A review of the Action Items was made and several items were termed "complete". Transportation and DOLMA Upgrade continued to be on-going. Scout Projects, Home Energy Solutions and Landscaping Enhancements were given new dates. Planning for the 25th Anniversary celebration was added and given a schedule date of September.

NEW BUSINESS

Executive Director LaMontagne distributed copies of the budget for 2015-2016 and a discussion followed during which he explained the various items.

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Two pieces of legislation were discussed. One concerns including notice in the rental agreement as to the existence or non-existence of an operative fire sprinkler system in dwellings. This takes effect on October 1st, 2015. The second piece of legislation concerns the payment of overtime for salaried employees who earn less than \$50,440 a year. This legislation will take effect mid-2016.

ADJOURNMENT

There being no further business to discuss, a motion to adjourn the meeting was made by Commissioner Dickins and seconded by Commissioner Cook. Motion carried. Vice Chairman Eddins adjourned the meeting at 8:35 p.m.

Submitted by

EJ LaMontagne

Edward J. LaMontagne
Executive Director