

**HOUSING AUTHORITY OF THE TOWN OF SIMSBURY
BOARD OF COMMISSIONERS – REGULAR MEETING MINUTES
May 10, 2018
SUBJECT TO APPROVAL**



A regular meeting of the Housing Authority of the Town of Simsbury, Connecticut was held on May 10, 2018 at the Virginia Connolly Residence, 1600 Hopmeadow St., Simsbury, Connecticut. The meeting was called to order by Chairman Woody Eddins at 6:00 P.M. In attendance were Commissioners Cheryl Cook, Oliver Dickens, Sandra Fleet and Ron Anastasio as well as Executive Director Ed LaMontagne and Housing Administrator Christine Winters.

The Pledge of Allegiance was recited.

PUBLIC AUDIENCE:

There was no one present for public audience.

MINUTES OF THE PREVIOUS MEETINGS

The Minutes of the April 12, 2018 Regular Meeting were reviewed by the Board. There were no corrections noted.

The Minutes of the April 27th Special Meeting were reviewed by the Board. There were no corrections noted.

BOARD OF SELECTMAN LIAISON REPORT

Ms. Cook reviewed the following town topics: Town budget passed by a margin of 2:1, mill rate will decrease by 2.56%, capital projects were approved.

EXECUTIVE DIRECTOR'S REPORT

Administrative

1. Small Cities Grant

The following activity has occurred to date with regard to the CDBG projects:
Underground Storage Tank: Work on the UST has been completed and the project has been closed out.

Generator: The new generator has been substantially completed. The final piece of this project will be the installation of a fence around the generator.

DOLMA Storm Doors: The storm door project has been substantially completed. The contractor will be returning to complete punch list items.

VCR Roadway/Sidewalk Replacement: The bids for this project were opened at Simsbury Town Hall on Monday, May 7th. Four contractors submitted bids. The low bidder is being reviewed by the project engineer.

2. FY 18-19 Budget

The FY 18-19 budget for the Dr. Owen L. Murphy Apartments was submitted to CHFA on Monday, April 30th. The FY 18-19 budget for the Virginia Connolly Residence and Congregate was submitted to the Department of Housing on Monday, April 30th. We will now wait to hear from both agencies as to the status of the budgets, which usually occur in August. Any adjustments in the budget will be made thereafter.

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3. Memorial Day Picnic

We will be having our annual Memorial Day barbeque on Friday, May 25th at 12:00 noon. Residents of the Dr. Owen L. Murphy Apartments are welcome to attend as are Commissioners.

4. Assisted Living

- Masonicare is currently providing services to 22 residents. (55%)

FINANCIAL REPORT

The financials for the month of April were presented and reviewed. Unusual variances were discussed.

CORRESPONDENCE

The only correspondence was a note from a VCR resident thanking the staff for a wonderful evening dinner and entertainment on May 9th.

RSC Report

The report for the month of April from Nancy Britton, RSC was distributed and reviewed.

RESIDENT VACANCY STATUS

As of the end of April there were three vacancies at the Dr. Owen L. Murphy Apartments and one vacancy at the Virginia Connolly Residence. There is a waiting list for both properties, which Housing Administrator Winters is working off to fill the vacancies.

OLD BUSINESS

1. **Review Action Items:** Action items were discussed with two additions. Adjustments were made to the due dates of other action items.
2. **Other**
No other old business was presented.

NEW BUSINESS

1. **VCR Resident Survey**
A copy of a VCR Resident Survey was distributed for review. The survey will be distributed to the residents shortly. The last survey was completed two years ago.
2. **Mischievous Activity**
An attempt was made to break in to the garage and shed in back of VCR. Kids were also walking through the DOLMA courtyards late at night. The Simsbury Police were notified and a request was made to increase patrols. A flood light will also be installed on the garage in back of VCR.