

**HOUSING AUTHORITY OF THE TOWN OF SIMSBURY  
BOARD OF COMMISSIONERS – REGULAR MEETING MINUTES  
MAY 11, 2017  
SUBJECT TO APPROVAL**

The regular monthly meeting of the Housing Authority of the Town of Simsbury, Connecticut was held on May 11, 2017 at the Virginia Connolly Residence, 1600 Hopmeadow St., Simsbury, Connecticut. The meeting was called to order by Vice Chairman Woody Eddins at 6:04 P.M. Also in attendance were Commissioners Oliver Dickins, Cheryl Cook, Kay Coffey; Executive Director Ed LaMontagne and Housing Administrator Christine Winters. Chairman Ron Zappile was excused.

The Pledge of Allegiance was recited.

There was no one present at the Public Audience.

**MINUTES OF THE PREVIOUS MEETING**

The Minutes of the April 20, 2017 regular meeting were reviewed by the Board and a motion to accept them was made by Commissioner Cook and seconded by Commissioner Dickins. Motion carried.

**BOARD OF SELECTMEN LIAISON REPORT**

Board of Selectmen Liaison Commissioner Cook reported on town happenings which included the town budget; the hiring of a new Police Officer; and new plans for trash disposal at town parks.

**EXECUTIVE DIRECTOR'S REPORT**

**Program Updates**

Mr. LaMontagne reported that the paving of the driveway into the Virginia Connolly Residence would start on May 11th. Traffic to the Virginia Connolly Residence will be detoured through Eno Farms during this time. The walkway railing will also be installed. A contractors meeting was held on May 9<sup>th</sup> to discuss the status of the project.

He stated that he would be attending a mandatory Fair Housing Training on May 15<sup>th</sup> in Hartford for the 2017 Small Cities Grant.

He reported that two accounts at Webster Bank were transferred to the Housing Authority Operating Budget Account at Simsbury Bank. Both accounts at Webster Bank are now closed. The funds will be used to make needed improvements at Owen Murphy and Virginia Connolly.

He reported on the installation of a video camera at the Dr. Owen Murphy Apartments Community Building. Operational cost for this camera will be approximately \$112 per month. Plans are in place to install another camera on the community building and potentially in the rear of VCR.

**HOUSING AUTHORITY OF THE TOWN OF SIMSBURY  
BOARD OF COMMISSIONERS – REGULAR MEETING MINUTES  
MAY 11, 2017  
SUBJECT TO APPROVAL  
PAGE TWO**

Mr. LaMontagne stated that work has begun in three apartments at the Dr. Owen L Murphy Apartments, which are in need of extensive renovation. Estimates are currently being received for completing certain aspects of the renovations.

The Chamber of Commerce “Good Morning Simsbury” event was held in the Virginia Connolly Residence lounge on April 26th. Twenty-two businesses were represented.

Students from Henry James Middle School were here on May 1st and cleaned up the areas around the Virginia Connolly Residence. Students from Westminster School will be here on May 22nd to provide landscape maintenance.

He stated that we would be holding our Annual Memorial Day Picnic on May 26th at noon in the Virginia Connolly dining room. He invited the Commissioners to attend.

**Financial Update**

Mr. LaMontagne distributed and reviewed the Operating Statements for the month of April. Certain line items were discussed.

**Correspondence**

A very nice letter from the family of a recently deceased resident of Virginia Connolly was read. A donation from the family was also received. It was recommended that the family be notified of what the donation was used for.

**Marketing**

Ms. Winters reported that the existing marketing strategies are continuing. An ad will be placed in the upcoming 2017-18 Simsbury Chamber of Commerce Membership Directory.

**Rental Update**

Ms. Winters reported that there are currently four vacancies at Dr. Owen Murphy Apartments. Three of these apartments are undergoing renovations while the other should be rented soon. There are currently no vacancies at the Virginia Connolly Residence. There are four individuals on the waiting list.

**Murphy Apartments**

The bi-monthly Resident Meeting will be held on Wednesday, May 24<sup>th</sup> at 2:00 p.m. in the Community Building.

**HOUSING AUTHORITY OF THE TOWN OF SIMSBURY  
BOARD OF COMMISSIONERS – REGULAR MEETING MINUTES  
MAY 11, 2017  
SUBJECT TO APPROVAL  
PAGE THREE**

**Virginia Connolly**

Mr. LaMontagne reported that a gazebo will be purchased for the patio and the patio furniture will be placed shortly thereafter. Also, the balance of the new signage for the common areas will be installed soon.

**Old Business**

Action Items were discussed and it was determined that there was no progress or new additions since last month's review.

**New Business**

Mr. LaMontagne distributed copies of the proposed 2017-18 Budget. He explained the numbers and noted that the total showed an increase of approximately 3% over last year. The Dr. Owen L. Murphy budget will be submitted to CHFA and the Virginia Connolly Residence and Congregate budget will be submitted to the Department of Housing this Friday. The budget may not be finalized until July or August.

A motion to accept the proposed budget was made by Commissioner Cook and seconded by Commissioner Coffey. Motion carried.

**Executive Session**

A motion to go into Executive Session was made by Commissioner Cook and seconded by Commissioner Dickins. Motion carried.

A motion to return to regular session was made by Commissioner Dickins and seconded by Commissioner Cook. Motion carried.

**Adjournment**

There being no further business to discuss, a motion was made by Vice Chairman Eddins to adjourn the meeting, seconded by Commissioner Cook. Motion carried.

Vice Chairman Eddins adjourned the meeting at 7:20 p.m.

Submitted by,

*EJ LaMontagne*

Edward J. LaMontagne  
Executive Director