

**HOUSING AUTHORITY OF THE TOWN OF SIMSBURY
BOARD OF COMMISSIONERS – REGULAR MEETING MINUTES
NOVEMBER 12, 2021
SUBJECT TO APPROVAL**

The regular meeting of the Housing Authority of the Town of Simsbury, Connecticut was held on November 12, 2021. The meeting was called to order by Chairperson Sandee Fleet at 8:00 A.M. In attendance were Vice-Chair Cheryl Cook, Commissioners Deborah Clifford, Ron Anastasio, and Board of Selectman liaison Jackie Battos, as well as Executive Director, Melissa Green and Housing Administrator, Christine Winters. Commissioner Oliver Dickins was absent.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC AUDIENCE

Grantland and Judy Rogers were present to speak about their daughter and had questions on the minimum income requirement for the Dr. Owen L. Murphy Apartments. Ms. Winters and Ms. Green explained that the minimum income requirement is necessary for an individual to be able to afford the base rent. It was further explained that we must have this requirement since the state has eliminated the rental assistance subsidy.

MINUTES OF THE PREVIOUS MEETING

The minutes of the October 8, 2021 Regular Meeting were reviewed by the Board. There were no corrections noted. A motion was made by Vice-Chair Cook, seconded by Commissioner Anastasio to approve the minutes. All voted in favor, motion carried.

BOARD OF SELECTMAN LIAISON REPORT

Liaison Jackie Battos spoke on the American Rescue Plan Act (ARPA) funding that the town is receiving. She said that no decisions had been made on how the money would be spent but was hopeful that Simsbury Housing Authority would be considered due to the additional costs during COVID including loss of rent, additional security, and food. She mentioned that we should follow up on this with the new Liaison.

EXECUTIVE DIRECTOR'S REPORT

The Executive Director gave an update on the vacancies, resident activities, the FY21 Audit and the status of hiring a Fee Accountant. The Board did not have any questions.

2022 MEETING SCHEDULE

Board meetings will continue to be held on the second Friday each month at 8 A.M. The Board approved the 2022 meeting schedule as presented.

2022 CHECK SIGNING SCHEDULE

The Executive Director explained that checks will be issued twice monthly on the second and fourth Fridays of the month. The Board requested that the schedule be emailed to them; the Executive Director stated that she would email to them that day.

OCCUPANCY REPORT

Ms. Winters provided an update on the vacancies and the waiting lists. As of October 31st there were five vacant units at the Dr. Owen L. Murphy Apartments and we received three applications. She went on to say that effective November 1st unit 67 was rented and as of December 1st unit 13 will be rented leaving us with three vacancies.

As of October 31st we had one vacant unit at the Virginia Connolly Residence and as of November 1st we unfortunately had two residents pass away and another resident moved out of state leaving us with three additional vacancies. In October we received three applications and have one applicant on the waiting list.

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COMMUNICATIONS

The Executive Director mentioned the emails received from the Rogers family but said she would not go too much into detail since the family had made a statement during public participation. The Board had a discussion on the minimum income requirement for the Dr. Owen L. Murphy Apartments and if the State could be persuaded to continue providing rental assistance. Ms. Winters mentioned that as a housing authority we belong to CONN NAHRO, the CT Chapter of the National Association of Housing and Redevelopment Officials and that they have lobbyists who look at these types of issues. Ms. Green explained that 30% of the minimum income which is \$1,417 per month was equal to the base rent. She went on to say that this ratio is considered affordable and that the base rents would need to be increased next year since they are so low.

The Executive Director also noted that she had received correspondence from a resident in the Dr. Owen L. Murphy Apartments; he indicated that he had mold in his unit. Ms. Green informed the Board that she along with the Maintenance Mechanic had gone out to inspect the unit and did not find any evidence of mold, only some areas that needed to be cleaned (mildew around the kitchen sink and grease on the wall behind the stove). The resident mentioned that he had a lot of moisture in his unit and was advised to run his dehumidifier for several hours daily and to clean the areas of concern with Clorox Bleach.

NEW BUSINESS

- Discuss Funding Opportunities-Vice-Chair Cook mentioned that she had been contacted by Chris Barnett with Berkshire Holloway and Ms. Barnett mentioned that they have an Affordable Housing Committee and can offer funding or volunteers for any projects that we may have. Vice-Chair Cook asked that the Executive Director come up with a list of priorities so that they can review the list and see what they can do for us. Vice-Chair Cook said she would invite her to our January meeting.
- December Meeting Time Change-On December 10th the Board and staff will have a holiday lunch after the Board meeting. Abigail's Restaurant was agreed to by the Board and the meeting will be held at 10:30 A.M. instead of 8:00 A.M.

ADJOURNMENT

There being no further business to discuss, a motion was made by Vice-Chair Cook to adjourn the meeting, seconded by Commissioner Clifford. All voted in favor, motion carried. The meeting was adjourned at 9:30 A.M.

Submitted by,

Melissa A. Green
Executive Director/Secretary