

**HOUSING AUTHORITY OF THE TOWN OF SIMSBURY  
BOARD OF COMMISSIONERS – REGULAR MEETING MINUTES  
May 12, 2023  
SUBJECT TO APPROVAL**

The Regular meeting of the Housing Authority of the Town of Simsbury, Connecticut was held on May 12, 2023. The meeting was called to order by Chairperson Cheryl Cook at 8:35 a.m. In attendance were, Commissioners, Sandra Fleet, Joyce McKusick, Housing Administrator, Lori Lubetkin, Executive Director Christine Winters and Board of Selectman Liaison, Amber Abbuhl. Commissioner Clifford was excused.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**PUBLIC AUDIENCE**

No one from the public attended this meeting.

**MINUTES OF THE PREVIOUS MEETING**

The minutes of the April Special Meeting were reviewed by the Board. Commissioner McKusick made a motion to accept the minutes seconded by Vice-Chair Sandra Fleet. All voted in favor, motion carried.

**BOARD OF SELECTMAN LIAISON REPORT**

Liaison Abbuhl reported on the budget, which will go to referendum on May 16<sup>th</sup>. Results from the Survey were received and the Aging & Disability Commission will be holding Focus Groups for additional input. Town Manager Update; The Town held interviews with consultants to perform a nationwide search with hopes of securing someone by fall for the position. The Executive Director asked about the new SHA Commissioner, and was informed that the selection committee is meeting on the 17<sup>th</sup> and hopefully will go before the BOS at the meeting on the 22<sup>nd</sup> and be confirmed.

**EXECUTIVE DIRECTOR'S REPORT**

The Executive Director gave an update on the vacancies, COVID, and preparing for the new fiscal year. We have also contracted with a new Auditing firm and have begun submitting information to get started on our last year's audit.

There are several activities coming up at VCR; we will be honoring our "Mothers" with flowers on Mother's Day, our Memorial Day Picnic will be held on Friday, May 26<sup>th</sup>, We have a new exercise program with Mary Root as our former instructor is no longer able to perform those duties. We held a "Garden Club" meeting on May 10<sup>th</sup> to discuss items they want to plant in the gardens.

The Hot Water Heaters have been replaced at VCR.

We are having a Spring Picnic at DOLMA on June 16<sup>th</sup>.

Apartment Inspections will begin at DOLMA in June.

The Assisted Living is providing services to 43% of occupancy, with two new residents to begin services once approved.

**OCCUPANCY REPORT**

The Housing Administrator provided an update on the vacancies. As of April 30<sup>th</sup>, there were four vacant units at the Dr. Owen L. Murphy Apartments. Two new residents will be moving in May.

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As of April 30<sup>th</sup>, there were seven vacant units at the Virginia Connolly Residence with one new residents moving in April, and one in May, however, one resident passed away in April.

**ESTABLISHING A 501(c)3**

There is no update at this time.

**COMMUNICATIONS**

There were no communications at this time.

**NEW BUSINESS**

There was no new business

**Other Business**

There was no other business.

**ADJOURNMENT**

There being no further business to discuss, a motion was made by Chairperson Cook, and seconded by Commissioner McKusick to adjourn the meeting. All voted in favor, motion carried. The meeting was adjourned at 9:21 a.m.

Respectfully Submitted by,

Christine Winters  
Executive Director/Secretary