

**HOUSING AUTHORITY OF THE TOWN OF SIMSBURY
BOARD OF COMMISSIONERS – REGULAR MEETING MINUTES
AUGUST 11, 2023
SUBJECT TO APPROVAL**

The Regular meeting of the Housing Authority of the Town of Simsbury, Connecticut was held on August 11, 2023. The meeting was called to order by Chairperson Cheryl Cook at 8:10 a.m. In attendance were, Commissioners, Pradeep Bajaj, Deb Clifford Joyce McKusick and Executive Director Christine Winters. Vice-Chairman, Sandra Fleet, Housing Administrator, Lori Lubetkin, and Board of Selectman Liaison, Amber Abbuhl were 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 May Board Meeting were reviewed by the Board. Commissioner McKusick made a motion to accept the minutes seconded by Commissioner Bajaj. All voted in favor, motion carried.

BOARD OF SELECTMAN LIAISON REPORT

No Report was given.

EXECUTIVE DIRECTOR'S REPORT

The Executive Director gave an update on the vacancies, , and preparing reports for the new Auditors. The new Auditing firm is working on finishing last year's audit and then will be able to begin on the last fiscal year.

Our 4th of July Picnic was be held on Friday, July 28th.

Mary Root continues to perform out new exercise program.

The Spring Picnic at DOLMA has been postponed due to inclement weather. We will try to set up a date sometime in September.

The Garden has produced lots of vegetables which the Kitchen staff have been utilizing in preparing our noon time meal.

Apartment Inspections were performed at DOLMA in June. Needless to say, the results were very disappointing due to the lack of care the apartments have been given. Residents who failed inspection were given thirty days to rectify any infractions and then will be re-inspected.

Apartment Inspections will begin for VCR in September.

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

OCCUPANCY REPORT

The Housing Administrator provided an update on the vacancies. As of July 31st, there were four vacant units at the Dr. Owen L. Murphy Apartments.

As of July 31st, there were five vacant units at the Virginia Connolly Residence with one new resident moving in end of August and one moving in beginning of September.

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COMMUNICATIONS

No Communications

NEW BUSINESS

We have a new Asset Manager from CHFA for the DOLMA property. They came for a site visit and we went over policies and procedures, which some have to be changed to be following with state regs. We discussed capital improvements and possible available funding that we may be able to use in conjunction with the ARPA funding to perform some of the items we want to complete.

The Budget for FY 2023 – 2024 has been approved.

I met with the interim Town Manager and he gathered information regarding the Housing Authority. He met the staff and took a quick tour.

The Elevator was out of service on July 28th.

A resident survey will be sent out to residents at VCR looking for feedback.

We received the new Check Signing documents from Liberty Bank. A motion was made by Chairman Cook, to remove Oliver Dickens from our Liberty Bank Accounts and to replace him with Pradeep Bajaj which was seconded by Commissioner McKusick. All voted in favor, motion carried.

There will be a Senior Fair on October 23rd which we will be taking part in.

Other Business

We have been approved for another round of funding through ARPA, which we are waiting for those funds.

ADJOURNMENT

There being no further business to discuss, a motion was made by Commissioner McKusick, and seconded by Commissioner Clifford to adjourn the meeting. All voted in favor, motion carried. The meeting was adjourned at 9:14 a.m.

Respectfully Submitted by,

Christine Winters
Executive Director/Secretary