

**HOUSING AUTHORITY OF THE TOWN OF SIMSBURY
BOARD OF COMMISSIONERS – REGULAR MEETING MINUTES
November 10, 2023
SUBJECT TO APPROVAL**

The Regular meeting of the Housing Authority of the Town of Simsbury, Connecticut was held on November 10, 2023. The meeting was called to order by Chairperson Cheryl Cook at 8:04 a.m. In attendance were, Vice-Chairman, Sandra Fleet, Commissioners, Pradeep Bajaj, Deb Clifford Joyce McKusick, Executive Director Christine Winters and Housing Administrator, Lori Lubetkin. Board of Selectman Liaison, Amber Abbuhl was excused.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC AUDIENCE

A resident from Dr. Owen L. Murphy Apartments was present for Public Audience. The resident passed out a copy of a report from the Building Department to all Commissioners regarding restoration work to their apartment. The Housing Authority was provided a copy of this report from the Town of Simsbury prior. The resident also wanted to let the Board know that, in their opinion, they (The resident) are not trying to cause a problem and the minutes from last month states the resident is the "issue" and would like that changed. Commissioner Clifford said they would look at amending the minutes. The resident also asked the Board of Commissioners to come to see their apartment. Commissioner Clifford offered to come to the apartment after the Board Meeting.

MINUTES OF THE PREVIOUS MEETING

The minutes of the October Board Meeting were reviewed by the Board. Commissioner Clifford made a motion to change the minutes under "Resident Issues/Correspondence to read "We continue to work through a water leak and mold issue with a resident's apartment. Commissioner Clifford made a motion to accept the minutes as adjusted, seconded by Commissioner Bajaj. All voted in favor, motion carried.

BOARD OF SELECTMAN LIAISON REPORT

Chairperson Cook provided an update on the Affordable Housing Report on November 13th and the Fair Rent Commission. The New BOS will be sworn in on December 4th.

RESIDENT COMMISSIONER REPORT

Commissioner McKusick reported on our Veteran's Day Luncheon. The Dining Room Staff did a wonderful job and the Veteran's were recognized for their service.

EXECUTIVE DIRECTOR'S REPORT

The Executive Director gave an update on the vacancies, The Auditing firm is working on finishing the 2022 year's audit and then will be able to begin on the last fiscal year.

- Our Veteran's Day Luncheon was held on November 9th. We had someone from the American Legion and someone from the VFW who presented our Veteran's with certificates and a special pin of recognition.
- Our Thanksgiving Dinner will be on November 17th.
- Deb Bibbons, from Unite by Lite was here November 7th for "Painting of the Bags" for the Town Event in December. Pictures are on the website as well as "For All Ages" Facebook page.
- At our "Trim a Tree" event on November 30th we will have Detective Sagan (Hopefully Dressed as Santa) coming as the residents have a "Santa Sak" filled with toys to provide to him as he goes to different places to donate them.

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- The Knights of Columbus will be at VCR on December 12th. A resident from DOLMA will be dressed up as Santa and attend the festivities.
- Our Christmas Dinner will be held on December 21st at noon! All are invited.

Apartment Re-Inspections will be performed at DOLMA on November 29th. Residents who failed inspection were given thirty days to rectify any infractions.

The Assisted Living is providing services to 52% of occupancy.

COVID – It appears that cases are on the rise and we are keeping a close eye on it ensuring everyone here remains safe.

OCCUPANCY REPORT

The Housing Administrator provided an update on the vacancies. As of October 31st, there were four vacant units at the Dr. Owen L. Murphy Apartments.
As of October 31st, there were four vacant units at the Virginia Connolly Residence with one new resident moving in November 15th and one resident moved from DOLMA to VCR.

COMMUNICATIONS

No Communications

RESIDENT ISSUES/CORRESPONDENCE

We are still waiting for final approval for the fire unit restoration to begin.
We continue to work through a water leak and mold issue with a resident's apartment.

NEW BUSINESS

2024 Meeting Schedule

A motion was made by Commissioner Clifford, to approve the 2024 Simsbury Housing Authority Holiday Schedule, seconded by Commissioner McKusick. All voted in favor, motion carried.
We opened a new CD at Liberty Bank. There are now two for VCR, one for six months and one for three months.
We will be looking at North West Community Bank for possibilities in the future.

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 Clifford, and seconded by Commissioner McKusick to adjourn the meeting. All voted in favor, motion carried. The meeting was adjourned at 9:11 a.m.

Respectfully Submitted by,

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Christine Winters
Executive Director/Secretary