

From: Susan Mazurski April 9, 2010 4:19:15 PM
Subject: Housing Authority Minutes 03/11/2010 APPROVED
To: SimsburyCT_HousingMin
Cc:

MINUTES OF THE HOUSING AUTHORITY OF THE TOWN OF SIMSBURY
Monthly Meeting - March 11, 2010

The monthly meeting of the Housing Authority of the Town of Simsbury was held at the Virginia Connolly Residence at 1600 Hopmeadow Street, Simsbury, CT. The meeting was called to order by the Chairman, Patty Howland, at 7:00 p.m. In attendance were Commissioners Patty Howland, Kay Coffey, Mel Cote, Oliver Dickins and Woody Eddins. Joseph Loewy, Executive Director was in attendance. Lisa Heavner, our liaison to the Board of Selectmen was also present. The Pledge of Allegiance was recited.

BILLS AND COMMUNICATIONS

Checks submitted by the Executive Director were presented and signed by the Commissioners.

Minutes of the January meeting were viewed and a motion to accept was made by Mel and seconded by Patty and were unanimously approved without correction.

Minutes of the Tenant Council Meetings for both properties were presented. Joe stated that the recertification process was in progress and he noted that Christine Winters is doing an excellent job in completing this program.

Monthly Management reports were distributed to the Board and Joe reported that both properties were in good shape financially. We still maintain waiting lists for both properties. The report also showed that we now have 28 residents in the Assisted Living Program at Virginia Connolly which is divided into four different levels of care.

Joe reported on the recent flooding incident that took place at Virginia Connolly. He advised the Board of the cause of the problem and of the care and concern of all the employees who were called in to assist in the immediate aftermath. He reported that the J.P. Maguire Company did a great job of repairing the damage and getting apartments and offices back in order in a timely manner.

Joe reported that a plan for a base rent increase was being reviewed. The

residents will be informed of meetings to be held in April to discuss this increase which will take effect in July.

OLD BUSINESS

Joe discussed the update of the Emergency Procedure Manual. He pointed out the many disasters that could affect the properties, and he asked the members to prioritize, in their view, the possibility of occurrence. These disasters would be addressed first. He will be working on this during the coming month.

The completion of the SHA Procurement Policy will be ongoing.

Joe stated that a draft for the SHA Employment Manual would be presented to the Board at the April meeting.

A plan to obtain the donation or loan of artwork for Virginia Connolly is ongoing. The members were made aware of the loan of a lovely quilt from Lynn Veith, Patient Care Coordinator at McLean which has been hung in the dining room and which will be replaced periodically by a new one, for the enjoyment of the residents.

Social calendars for both properties were presented and the many activities offered to residents were discussed. A Spring Brunch at Virginia Connolly is scheduled at the end of the month and Owen Murphy residents are invited to attend.

Joe cited a volunteer, Frank Joslyn, who has initiated a program in which he shares his travel photos and experiences with the residents. The residents have found this program to be extremely entertaining and it is well attended. Frank also is sharing his interest in the subject of "Homes of America" in which he describes the progression of the styles of homes from early America up to modern times. This presentation is equally well received.

Joe also cited another volunteer, Colleen Yates, who brings her religious education students from St. Mary's Parish to interact with the residents, playing games and visiting. This program is also enjoyed by the residents.

We also have a new volunteer for Bingo, Leslie Fass.

The Vial of Life program is being monitored and Nancy continues to update insurance and health information at this time and is expected to be completed soon.

Patty reported on the Marketing Strategy that she is conducting along with

Christine. A Strategy and Action Plan was presented indicating plans to increase exposure and create awareness in our community through local agencies and through the media.

A final audit showing expenditures of the Small Cities Grant was presented by Patty.

Lisa Heavner explained plans that she would like to see implemented involving a relationship between the schools in town and the senior population. She feels that this plan would be advantageous to both generations.

NEW BUSINESS

Patty reported on Chapter I of the Handbook for Commissioners. This chapter deals with HUD programs, history of the US Housing Act, and the common philosophy of Commissions. This presentation was followed by a discussion. Chapter II will be discussed at the April meeting.

Joe stated that a volunteer would be sought out to put in a raised vegetable garden on the VCR property during the Spring months.

Joe informed the group of the donation of a new computer to VCR for use by the residents, including the residents of the Owen Murphy Apartments. This would be used for emailing and internet access. The gift is made possible through the Simsbury Social Service Department from the Margaret Abernethy Fund.

Copies of the Auditor's report of the SHA were distributed.

Joe reported on a program for staff development that would be presented to the staff for their participation during the coming month. It concerns goals for staff's support of residents and each other. The program consists of five 30 -minute sessions, and will be conducted by social worker, Susan Raggo.

There being no further business, a motion to adjourn at 10:15 p.m. was made by Oliver and seconded by Patty.

