

From: Susan Mazurski October 25, 2010 2:16:03 PM
Subject: Housing Authority Minutes 09/09/2010 DRAFT
To: SimsburyCT_HousingMin
Cc:

DRAFT

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE TOWN OF SIMSBURY
SEPTEMBER 9, 2010

The monthly meeting of the Board of Commissioners 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 Vice Chairman, Woody Eddins at 7:20 p.m. Also in attendance were Commissioners Mel Cote, Oliver Dickins, and Kay Coffey. Joe Loewy, Executive Director and Christine Winters, Housing Administrator were also in attendance. Chairman, Patricia Howland was excused. The Pledge of Allegiance was recited.

There was no one in attendance during the Public Audience.

BILLS AND COMMUNICATIONS

Checks were submitted by the Executive Director for signatures by the Commissioners.

Joe reported that Lisa Heavner, Liaison to the Board of Selectmen emailed asking to be excused.

The Minutes of the July Meeting were presented for approval and a motion to accept them was made by Woody and seconded by Mel. The motion was carried.

In the absence of Lisa, Joe reported that progress was being made with the School/Senior Outreach program. Plans for creating videos by students and seniors were being discussed for fall implementation. Other plans for programs such as free access to athletic events, music programs, theater productions, etc. are being planned. He reported that we were hosting a meeting here at Virginia Connolly on Tuesday, September 14 of the School / Senior Outreach Committee.

MONTHLY MANAGEMENT REPORT

Joe distributed copies of the Monthly Management Report describing the income and expenses of both properties. Christine reported that there were two vacancies at Virginia Connolly and that interviews were being conducted

to fill these from the waiting list of 10. There are 33 on the waiting list for Owen Murphy Apartments. Christine discussed the Assisted Living Services at Virginia Connolly and it was noted that 26 residents are on some level of assistance at this time. She discussed the services performed at the various levels.

MARKETING UPDATE

Christine submitted copies of our Marketing Strategy Action Plan. In it she described the work that was being done to establish a website. She showed the Board a mock-up of the site which is still a work-in-progress. She is receiving assistance from Rick Bazzano, Simsbury IT Director and expects this to be completed in the near future.

She also showed mock-ups of the new brochures for both properties and reported that printers were being contacted for estimates of printing costs. She stated that she was planning a display at the Town Hall lobby, showcasing both properties. She also reported that news articles were being submitted to the local newspapers covering activities, such as the recent celebration of the 100th birthday of one of the VCR residents. Future plans for advertising and an SCTV show are also being planned.

Monthly Calendars for both properties were distributed and the various activities were noted and discussed. Minutes of the Tenant Council Meetings were also discussed.

Joe informed the Board that he and Christine were volunteer servers at the Souper Tuesday events at Eno Hall. Mel recommended that they wear name tags to identify themselves as from the Simsbury Housing Authority.

OLD BUSINESS

A review of the Goals and Objectives for the Board for the year 2010-2011 was presented. Also submitted was a copy of the Goals and Objectives of the Executive Director for the year 2010-2011. The Goals and Objectives were approved.

Woody asked about the improvements that were to be made to the grounds of the Owen Murphy property and Joe stated that a tree service was employed to thin out the trees on the property and there has been a general clean-up of the grounds. Plans are being made for plantings on the front circle in the spring and power washing of the trash receptacle areas and apartment exteriors will begin next week.

NEW BUSINESS

A motion to convene to Executive Session to discuss personnel matters was made by Oliver and seconded by Mel. Joe was asked to remain for the

session.

A motion to return to the regular meeting was made by Oliver and seconded by Woody.

There being no further business to discuss, a motion to adjourn was made by Mel and seconded by Oliver. Motion accepted and meeting adjourned at 9:40 p.m.