

From: Susan Mazurski November 17, 2009 8:17:28 AM
Subject: Housing Authority Minutes 11/12/2009 Approved
To: SimsburyCT_HousingMin
Cc:

MINUTES OF THE HOUSING AUTHORITY OF THE TOWN OF SIMSBURY
Monthly Meeting - November 12, 2009

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 7:12 p.m. Commissioners Woody Eddins, Oliver Dickins, Mel Cote and Kay Coffey were in attendance. Also in attendance was Executive Director, Joe Loewy. The Pledge of Allegiance was recited.

Also present was Larry Wagner of L. Wagner Associates, guest speaker. Future growth of the complex was discussed and Larry gave his views on the many options for funding sources. The committee expressed appreciation to him for sharing his expertise and thanked him for coming.

BILLS AND COMMUNICATIONS

Checks covering the bills presented by the Executive Director were signed.

Calendars indicating the November programs for both Owen Murphy Apartments and the Virginia Connolly residence were viewed and the many activities planned were noted.

Minutes of the previous meeting were reviewed. Mel Cote made a motion to accept the Minutes. Oliver Dickins seconded the motion. All the members agreed to accept the Minutes as presented.

REPORT OF RENTAL INCOME

There is still one vacancy at the Owen Murphy Apartments due to the death of a resident. Joe stated that it would probably be February before the Probate Court allows us to remove the contents, restore the apartment and get it ready for occupancy.

There is a waiting list of 26 for the Owen Murphy Apartments and 17 for the Virginia Connolly Residence.

OLD BUSINESS

The Minutes of the Tenant Council Meetings of both the Owen Murphy Apartments held on October 21, 2009, and of the Virginia Connolly Residence

held on October 13, 2009 were reviewed.

Joe reported that the Assisted Living Services were proceeding well. An additional nurse will be available three days a week to assist in the Nurse's Office.

Flu shots are scheduled to be administered to more than 50% of the Virginia Connolly residents on November 18.

The Action Items were discussed and it was determined that a Housekeeping Survey would be conducted soon.

Marketing Strategies were determined to be on-going. Joe submitted a Marketing Plan which had been drafted by our Housing Administrator detailing possible contacts for this purpose, including: newspapers, the media, local rehab facilities, and business and community contacts. It was suggested that a Web Site be established and all agreed that this would be advantageous.

A discussion took place regarding the overwhelming success of our Open House. Approximately 300 guests attended. Joe and Patty informed the Commissioners of all the team-work that went into making it the outstanding event that it was.

Joe stated that several people have been approached with regard to loaning or donating artwork for the Virginia Connolly Residence to be displayed on the walls of the common rooms and hallways. There was a definite interest by the people contacted, and it is planned to follow through on this project.

The installation of the Ductless Air Heat Pumps is almost complete at the Owen Murphy Apartments and the entire project is expected to be finished by Thanksgiving.

NEW BUSINESS

Joe informed the Board that he has approached the Town Director of Administrative Services regarding the Town's Contract through CCM for Energy Generation at advantageous prices. He has solicited prices from multiple sources and feels that joining the Town's Program will provide the greatest savings. The request will be forwarded to the Board of Selectmen for approval shortly.

A draft of the proposed meeting dates for the year 2010 was distributed and approved. The December meeting will be held on December 9, 2009 at 6:30 p.m.

Chairman Howland proposed that we adjourn to Executive Session to discuss a personnel matter concerning the Executive Director. A motion was proposed by Mel Cote and seconded by Kay Coffey to invite the Executive Director to join the Board in Executive Session. All agreed.

The Board reconvened at 9:50 p.m. A motion was made by Commissioner Cote and seconded by Commissioner Eddins to authorize the Chairman to award the Executive Director a one-time payment of slightly less than 1% of the amount of the Small Cities Grant. This award is in recognition of the Executive Director's significant contribution of time, energy and coordination during the past 5 years which resulted in one of the most successful completions of a Small Cities Grant in the history of the State of Connecticut. Discussion followed and it was unanimously approved by the Board.

A motion to adjourn the meeting was proposed by Commissioner Cote and seconded by Commissioner Dickins. All agreed. The meeting adjourned at 10:00 p.m.