

MINUTES
BETHEL HOUSING AUTHORITY
MINUTES OF SPECIAL MEETING HELD
JANUARY 2, 2013
25 REYNOLDS RIDGE
8:45 AM

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TOWN OF BETHEL
TOWN CLERK

Chairman Timothy Beeble called the meeting to order at 8:50AM.

ROLL CALL

Present: Timothy Beeble, Harold Dalcher, Lucille Walsh, Gail Slifkin, Mary O'Leary and Richard Schlemmer

Lucille Walsh- arrived late

Absent: Linda Ryan

Chairman, Timothy Beeble called the special meeting to order at 8:55am and introduced and welcomed Collin Vice as the new Executive Director and advised the Board that Town Officials have been notified and stated that in the next few days a meet and greet will be held with the residents and others.

Chairman, Beeble reminded everyone that the next regularly scheduled meeting of the Commission will be held on Wednesday January 9, 2013 at 6:30pm.

The Chairman advised received written approval from CHFA that the management plans for both 133 and 166 were approved and we were advised that should there be any changes in the budgeted amounts we will need to make adjustments and notify them.

Richard Schlemmer – Maintenance Foreman stated that we need to finalize the scope of work for the renovation of the vacant units and then proceeded to go over the proposed scope. He further suggested that the Commission as well as the Executive Director tour the vacant units at the conclusion of our meeting to get a better feel for the work as intended.

He stated and it was agreed by the Board that we look to standardize all project equipment and materials.

A question was raised by the ED if we could make all the units ADA compliant and what that would entail.

Richard stated that to the extent feasible we could look to accomplish this. It was recommended and agreed that all bi-fold doors be replaced with wood so that they are easy to replace and handle. New electrical outlets are to be replaced where new walls are being replaced. Countertops are to be replaced and it was suggested that we look into granite or something similar.

Commissioner Slifkin suggested that we look into something other Formica and the ED stated that she would.

The issue of using state contracts for purchasing supplies and materials came up and rather or not it would be useful for us in this process. The availability of state contracting will be looked into by the ED.

The Chairman asked that we identify all of the vacant units and the bedroom types and they are as follows:

HC 0 BR 133

1 BR 133

OBR 133

2 OBR 166

5 units in total

It was agreed by all that when doing the installation in the attic crawl space that the entire run of the building be complete as opposed to doing unit by unit as it would reduce the number of openings and save time and money. The discussion turned to the following and it was suggested that we consider laminated wood flooring if possible. Richard advised that it may not be possible because of how the entry doors were installed and again suggested that we take a tour of the units to get a better feel for the work intended.

The ED asked about relocation and was advised that the moves are voluntary and we would not incur relocation costs. Brief discussion followed about units where the occupants were smokers and the proposed painting specs. It was determined that the specs would be standard and we would issue a change order if any additional costs are considered.

Again the issue was raised if the BHA would act as their own GC and hire the trades or if we would go the route of having a GC do the entire project.

Meeting adjourned at 9:50 am

Respectfully Submitted by

Collin Vice

Secretary