

BETHEL HOUSING AUTHORITY

25 Reynolds Ridge

Bethel, Ct 06801

MINUTES OF SPECIAL MEETING

JULY 10, 2013

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TOWN OF BETHEL
TOWN CLERK

Chairman Slifkin called meeting to order at 6:30 pm

Roll Call

Absent: Commissioner Beeble

Present: Collin Vice, Mark Nolan, Ann Cummings unit 23, Veronica LaBua unit 12, David Belcher, Computer Consultant

Chairman called for the Citizen Input and Ann Cummings asked that the bushes in the front of the office be removed or cut back as they obstruct the walkway. Everyone convened to the front of the building and after a brief discussion it was determined that the concern would be resolved by placing the wheel-stops in the front to allow for sufficient space for the public to walk.

Veronica LaBua stated that she was present but had to immediate concerns to be addressed.

Chairman raised the motion to hear the Phineas Park Report

Motion by Commissioner Ryan, Seconded by Commissioner Dalcher

Mark Nolan presented that USDA came down and conducted an abbreviated audit and toured the property. No issues or concerns were raised during the visit, however, they would address them to us in writing if there were any. They did state that the bid would be required for the roofing work. One (1) new family will be moving in by August. Mark presented the financial report which included revenue and expenses.

Motion to accept the Phineas Park Report as presented by Mark Nolan made by Commissioner Ryan, seconded by Commissioner Walsh and carried.

Motion by Commissioner Dalcher and seconded by Commissioner Ryan for David Belcher to update the Board on the BHA web site. Using his lab top the presentation was made and it showed the site lay out, information gathered to date, additional information required. The site will include both Reynolds Ridge and Phineas Park, office location and hours. Applications and only policies that do not require constant updates will appear on the site. The contact link will direct the user to a phone or email address to raise their concern and follow-up. The site will also list the Commissioners and all were asked to prepare a brief bio that will be on the site as well. It was concluded there would be no photos and Collin was to send them a list of sites to view to get an idea about content. The Chairman requested that the layout be changed to have the phone and fax numbers on the main page. Mr. Belcher stated that he would

make the change. A short discussion ensued about the progress of the computer upgrades and implementation being done and Mr. Belcher stated that tremendous progress has been made given that given much of what is needed had to be recreated and it was time consuming.

Chairman called for a motion to pay the bills was made by Commissioner Walsh and seconded by Commissioner Ryan to pay the bills of June 24 and July 10, 2013. There being no questions or concerns the motion was approved unanimously.

Motion by Commissioner Dalcher and seconded by Commissioner Walsh for the Executive Director's report.

At this point Pat Belmont of unit 69 entered and the Chairman advised that the public portion the meeting was earlier. She stated that she had a few items from the resident association and one of her own.

As Elaine Budd was not available she wanted to know the status of the Mirror for the rear exit of the property and the Director advised that no follow up had been done, but will do and report back next month. Next the concern about the emergency call stations and the Director advised that after speaking with the service provider who informed her that their system are is only an alert and that if it sounds the residents should notify the proper emergency unit to respond. The director reminded everyone that our system was installed 40 years ago and would require a substantial upgrade and huge cost. Commissioner Dalcher suggested that this item be explored when we are doing major capital improvements and the Director noted that it was one of the items listed in the plan completed by CHFA. Ms. Belmont stated that when we have heavy rain the drain in front of her unit fills with garbage and causes dampness in the units in that area. Further discussion revealed that it was known by staff. The director will look into as it was not brought to her attention previously.

The Director reported that the bus shelter will be installed next week as a vendor has been found to pour the concrete pad and to pick it up and place it on the slab and Richard will anchor it in place. A copy of the cost to install ADA levers on all entry and rear doors was presented. It was decided that we will do only the units that will be renovated. A motion was made by Commissioner Ryan and seconded by Commissioner Walsh and was unanimously approved by all. The Commission was advised that we will have two move-outs at the end of the month. The Director stated that another round of letters was going out for interviews and that we will have nearly exhausted the zero bedroom list and will be calling in those who have asked for a postponement to earlier requests to come in. It was recommended that phone calls be made to the applicants to determine if they received notice of the pending interviews. The Director stated that research is being done for the No Smoking Policy that needs to be implemented. Chairman called for a motion to accept the report. Motion by Commissioner Ryan and seconded by Commissioner Walsh.

Motion was called to for the Treasurer's report it was moved and seconded and unanimously by all in attendance.

Motion by Commissioner Dalcher to go into old business and seconded by Commissioner Walsh.

The lottery was held and the results were as follows:

Project # 133 O-BR

1. Rose Ambrosino
2. Robert Matthews
3. Earl Reeves

Project # 133 1-BR

1. Mr. & Mrs. McTonic

Project # 166 O-BR

1. Christine Sleight
2. Betty Bernard

Authorization for the payment of Periodical Application # 3 for Hewitt Construction Services was discussed and approved including the change order, a motion was made by Commissioner Ryan and seconded by Commissioner Dalcher and approved..

Chairman ask that we conclude all other business before we enter in to executive session and everyone was in agreement.

Motion made by Commissioner Ryan to go into new business and adopt a resolution to Change the time of the monthly meeting from 6:30 pm to 5:30 pm on the same day. The motion seconded by Commissioner Walsh. Motion unanimously approved.

The Chairman asked that we add under new business a of review the sample request for proposals for Reynolds Ridge and Phineas Parks for plumbers, painting, snow and landscaping. Several comments were made it was determined that once refined it would be brought back for further discussion and or approval for solicitation.

Motion to go into executive session made by Commissioner Walsh, seconded by Commissioner Ryan at 8:25pm

Chairman Slifkin reported that no actions or votes were taken during the executive session and the session ended at 8:40pm.

Motion to adjourn at 9:45 pm by Commissioner Dalcher and seconded by Commissioner Ryan. Unanimously approved.