

BETHEL HOUSING AUTHORITY

25 Reynolds Ridge

Bethel, Ct 06801

MINUTES OF REGULAR MEETING

WEDNESDAY NOVEMBER 13, 2013

5:30 PM

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TOWN OF BETHEL
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Chairman called the meeting to order at 5:30 pm

Roll Call: Commissioners: Slifkin, Beeble, Ryan and Walsh. Absent Commissioner Dalcher

Present: Collin Vice, Mark Nolan and Sandra Nichols unit # 17

Resident Input: Sandra Nichols told the Commission that things are good and that they are making use of the Community Room.

Mark Nolan advised that he had received two (2) bids for the paving of the parking lot and they were as follows: American Pavement \$18,820.00 and the other from Meehan Paving for \$25,550.00. Approval was received from RDA approved the new rental Assistance Agreement effective October 1, 2013. While they approved this assistance agreement they have not honored as of this date the work-up plan that was submitted during the shutdown. We are still in a good financial condition and we will just have to wait to see if they honor the work out plan that was submitted. September and October Rental Assistance accounts are healthy. Five residents are in non-compliance. One has filed an answer to appear in court, 2 have lease violations for having pets and the remaining are delinquent rents. We are currently screening persons for the vacancy and find that many of those who are being interviewed are not following-up with the required documentation, so therefore we spend a lot more time trying to determine eligibility.

Chairman Slifkin stated that it is time for Phineas Park to transition back to the Authority and would like for Collin and Mark to begin the process. Mark indicated that he will find out from Rural Development what the process is and will report back to everyone.

Motion to Approve the Minutes of October 9 and October 30, 2013 was made by Commissioner Ryan and seconded by Commissioner Beeble. The following corrections were entered for the minutes of October 9, 2013 on page (2) 1st paragraph, line 3, includes the word (up) after the word gone. Same paragraph 6th line exchanges the word are for the word (as). Final correction under Executive Director's report 1st sentence should read "The commissioners were advised that all the new unit numbers had been installed and we have contacted Call Before You Dig to mark the complex so that the directional signs could be installed". Finally the minutes of October 30, 2013 omitted the name of Wood Works Construction, Inc. Commissioner Beeble reminded everyone that the minutes of October 2, 2013 were approved at the October 9, 2013 meeting. A motion was made by Commissioner Ryan and seconded by Commissioner Walsh to approve the minutes with the necessary corrections as stated. Motion carried.

Executive Director reported that a Rent Increase has been approved for Project # 133. The base rent amount for the Studio will increase by \$30.00 and the One Bedroom by \$12.00. The Fire Marshall office completed their annual inspection and it was determined that several kitchen exhaust fans are out. The fans are obsolete and the newer models will need to be vented to the outside. Presently we have the electrician looking to see if we can find replacement motors. If not we will need to have them vented and the cost will be a substantially higher. A motion was made by Commissioner Walsh to accept the Executive Director's Report and was seconded by Commissioner Ryan. Motion carried.

Motion by Commissioner Beeble to approve the Treasurer's report and it was seconded by Commissioner Ryan. Motion carried.

Old Business

Update on State Voluntary Compliance Agreement

Commissioner Beeble stated that everything was signed off on and that the ED should contact Bob Owens and have him meet with the building department to get them to sign off on the intended work.

Chairman Slifkin called for new business

Commissioner Ryan made a motion to Enter into Contract with Wood Works Construction, Inc. for the Rehabilitation of the 9 Un-occupied. The motion was seconded by Commissioner Walsh. The ED stated that the contractor had presented all of the required items except for the references. Commissioner Beeble indicated that he has seen some of the firms work and that the principal himself does work on the contracts that they have. They have a good reputation and they are a local firm. The motion to approve carried and the ED was instructed to complete the reference check for the official record.

Commissioner Slifkin requested that for the December meeting we come with recommendations for 2014 Goals. Consideration must also be given to the Annual Performance Appraisal Process that will be used.

The discussion concerning state compliance process was dropped as it was discussed earlier with the update on the Voluntary Compliance Agreement.

Motion to Adjourn was made by Commissioner Beeble and seconded by Commissioner Walsh. Motion carried.

Meeting adjourned at 7:25 pm

Respectfully Submitted

Collin Vice
Recording Secretary