

BETHEL HOUSING AUTHORITY

25 Reynolds Ridge

Bethel, Ct 06801

MINUTES OF REGULAR MEETING

WEDNESDAY JANUARY 8, 2014

5:30 PM

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TOWN OF BETHEL
TOWN CLERK

Meeting called to order at 5:25 pm

Roll Call: Absent Tim Beeble

Present: Mark Nolan, Collin Vice, Earl Reeves, Vera LaBua and John Favale

Citizen Input:

Earl Reeves was seeking an update on his request to have a dog due to his disability. Mr. Reeves was advised that the matter will be discussed this evening and he will have a formal response on Thursday January 9, 2014. John Falvale wanted to address some issues he was having resulting in the Building Department being called in to evaluate his concern and the issue with his refrigerator door. The building official advised of the corrective action needed for the issue with the water coming in from the air conditioning sleeve and the issue with the refrigerator had been repaired and the staff will look into the issue with insufficient hot water. The Commissioners thanked everyone for their comments.

Phineas Park: Mark Nolan advised that currently the property has 2 vacancies and a candidate that has been screened for one of the units could not produce all of the required paper work and therefore bowed out. Issues still remain with the handicapped resident and the staff is seeking ways to get the additional services he needs to live successfully in the unit or seek alternative housing for him. Rural Development has withdrawn approval for the roof replacement and parking lot repairs as additional estimates were needed for the roof replacement. Back during the government shut down we presented a work out plan to RDA and it was approved, however for the months of September and October 2013 they still provided the full subsidy to us in December. We will wait to see if it will be recaptured.

Motion to Approve the Minutes of December 12, 2013 was made by Commissioner Dalcher and seconded by Commissioner Walsh. Motion carried.

Motion to Approve the Bills of January 8, 2014 and not December 12, 2014 as stated on the Agenda was made by Commissioner Dalcher and seconded by Commissioner Ryan. Motion carried.

Executive Director's reported approval must be granted from RDA for the Authority to take over the direct management of Phineas Park. The ramp repairs are complete, the contractor is waiting to receive the shower so that the bathroom work can proceed and the family will be advised in advance. We still need to have the revised Reasonable Accommodations Policy approved by the Commission to close out the matter with CHRO as well as identify a course for staff to take on these matters as directed in the settlement agreement. To date 15 person have signed up for the holiday luncheon. Management

review by DECD will occur on January 16, 2014. The audit cannot happen until the books are closed for the year and the availability of the auditor.

Motion to Approve the Treasurer's report was made by Commissioner Dalcher and seconded by Commissioner Walsh. A discussion ensued about the handling of the accounts with Wells Fargo and it was agreed that we shall explore other banking relationships and perhaps change accounts. Motion was carried.

Old Business: None

New Business

Authorization for Plumbing Contractor- tabled

Authorization to pay Wood Works, Inc. Payment No. 2 was made by Commissioner Ryan and seconded by Commissioner Dalcher. Motion carried.

Goals presented by the Executive Director are as follows:

1. Complete the upgrades of vacant units and occupy the same in a timely manner.
2. Have Commission approval for policy revisions presented in 2013.
3. Work with the Commission to obtain resources to complete bathroom and ramp entries for all units as needed.
4. Take over the management of Phineas Park in 2014.
5. Complete the policy updates that have not been presented for approval by DECD, CHFA and HUD.
6. Work to reduce the time length of monthly meeting.
7. Allow the director to exercise greater control on the daily operations of the agency.
8. The ED to become astute with the software programs used for financial reporting purposes.

Motion to go into executive session called at 7:31 pm by Commissioner Ryan and seconded by Commissioner Walsh. At 7:55 pm the ED was excused. The discussion to approve salary increases for the employees continued. A motion made by Commissioner Dalcher and seconded by Commissioner Walsh to come out of executive session at 8:25 pm. A motion to approve salary increases for all employees for Fiscal Year 2014 retroactive to January 1, 2014 was made by Commissioner Dalcher and seconded by Commissioner Ryan. Motion carried.

Motion to adjourn at 8:27 pm by Commissioner Ryan and seconded by Commissioner Dalcher.

Respectfully Submitted

Ms. Collin Vice
Recording Secretary