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BETHEL HOUSING AUTHORITY

25 Reynolds Ridge

Bethel, Ct 06801

MINUTES OF REGULAR MEETING

WEDNESDAY FEBRUARY 12, 2014

5:30 PM

Meeting called to order at 5:30 pm

Roll Call: Present: Commissioner Slifkin, Commissioner Dalcher, Commissioner Beeble, Commissioner Walsh and Commissioner Ryan

Present: Mark Nolan, Collin Vice, Sandra Nichols, Len Newby, Jack Dietter, Christine Sleight, Elaine Budd, David Belcher, Warren Lafferty, Lucy Lafferty and John Nelson.

Citizen Input:

Lucy Lafferty reported that the sidewalk where she lived had been plowed over and that it took a while before it was cleared and that she called the police department, who told her the same thing as what the office. She further stated that someone came to her door demanding rent which she knew they did not owe and was advised that the sheriff knocked on the wrong door. Generally speaking she was not happy. Jack Dietter concurred with the Laffertys about the snow removal issue. She also wanted to know why a path from her rear door was not being done. The Board advised that the contract calls for the removal of the snow from the rear door pads and from around the heat pumps. The concern for safety by creating paths on the frozen grass was problematic and was not part of the Yardapes contract. Len Newby spoke to the fact that there is a Crime Watch sign posted and we have no crime watch program. After a discussion everyone agreed that it was okay to remain. He also noted that the rear exit leading to Judd Avenue needs to have the signs in a better area as people are not adhering to them because of their location. The ED and Maintenance Super will look into the sign placement and make corrections as need be. Elaine Budd requested the status of the bathroom upgrades and was advised that it is still being researched to find out where funding could come from. The issue with the mirror placement on Judd Avenue has not been addressed by the Town and it was determined that we shall await their response. Christine Sleight stated that she slipped on the ramp to the community at # 58 and provided the report to the office. There is a concern about a peeping tom and that everyone should be on the alert. Dave Belcher advised the Board that many of the BHA's policies were outdated and that may result in a finding from the last audit held on January 16th. The Board advised that they would discuss the matter and take the proper steps where required. The ED reminded everyone that copies of the policies were given to everyone for review and discussion. DECD/CHFA had not required that we do so at this time nor was it listed as a finding in their last audit.

Phineas Park: Mark Nolan advised that we have 1 vacancy at Phineas Park as stated previously the problem of identifying strong candidates who can pass the required screening criteria. The occupant in need of handicap accommodations is now back in school and is receiving help and assistance from his

family so the unit conditions are improving. The resident who fell during the previous storm has returned to work and the matter is under review by the insurance company. The occupant that under reported their income has since made full restitution to RDA.

Motion to approve the Minutes of January 8, 2014 was made by Commissioner Dalcher and seconded by Commissioner Ryan with the following correction. The request by Earl Reeves to waive the pet deposit fee, subject to him providing medical documentation was approved and motion to approve the minutes carried.

Motion to approve the Bills of February 12, 2014 was made by Commissioner Ryan and seconded by Commissioner Beeble. Motion carried.

Executive Director reported that the contractor is making good progress on the rehab work and had added some change order to the contract that must be approved by the Board. It was determined that a special meeting will be called to discuss this as well as the policy updates that Mr. Belcher discussed. A copy of one the documents needed by RDA to approve the Authority taking over the management of Phineas Park was presented in your package and that a call to RDA has been made to get more specific information about what is required for our taking over the management. The discussion ensued about the need to have adequate office space and that more transition time is needed between the BHA and Nolan Enterprises and agreed upon before we proceed. It was agreed that the issues of logistics would be handled and that a transition plan be mapped out and it could conceivably be a year to 18 months away from making this a reality. We further must understand the management fee structure and how that will relate to our existing operation. DECA conducted their annual operational audit and were provided with everything they requested to be available. The exit interview they were generally happy with the operations and verbally stated that we have made much improvement over last year and we could perhaps receive a satisfactory rating. The ED was a little cautious about the remark but will await the official written report. The O'Sullivan family requested that we postpone the installation of the shower until a later date as she does not want to leave her home during construction. The ED asked that they put this request in writing and they have not done so to date. The Chairman asked that Commissioner Beeble follow up with the state so that the BHA is on record as to the delay in the completion of the project.

Motion to approve the Treasurer's report was made by Commissioner Ryan and seconded by Commissioner Dalcher. Commissioner Ryan reminded everyone that she, Commissioner Slifkin and the ED will be going to People's Bank to review and discuss their current account offering and will report back to the entire Commission.

Old Business: None

New Business:

The ED presented a request for Reasonable Accommodation and after it discussed it was approved subject to the occupant providing the appropriate release to hold the BHA harmless for any damages and that they are to provide their own accommodations during the construction phase.

Motion to pay Wood Works Construction, Inc. periodical payment 3 was made by Commissioner Dalcher and seconded by Commissioner Walsh. Motion carried. Commissioner Dalcher also called for a motion

to approve the transfer of funds from the Stiff Account for Project # 166 to cover the cost \$34,858.66.
Motion made by Commissioner Beeble and seconded by Commissioner Ryan. Motion carried.

Snow Removal Contract discussion- tabled until next month.

Motion to adjourn at 7:56 pm made by Commissioner Walsh and seconded by Commissioner Dalcher.

Respectfully Submitted

Ms. Collin Vice
Recording Secretary