

BETHEL HOUSING AUTHORITY

25 Reynolds Ridge

Bethel, Ct 06801

MINUTES OF SPECIAL MEETING

WEDNESDAY JUNE 11, 2014

3:00 PM

Chairman Slifkin called the meeting to order at 3:00 PM

Roll Call: Commissioner Slifkin, Commissioner Dalcher, Commissioner Beeble, Commissioner Walsh

Present: Mark Nolan, Collin Vice, Elaine Budd, John Ofiero, Lucille Ofiero, Karen Springer, Earl Reeves, Veronica LaBua, Warren Lafferty, Lucy Lafferty, Christine Sleight, Gary Allen, John Favale,, Mary-Ellen Vollemans, Pat Belmont, Courtney Friedman, Alliene Cullen

Citizen Input: Earl Reeves asked what is going to done about the doors and the fact that someone got paid and didn't do the job. The Board advised that they would take it under advisement. Elaine Budd spoke again about the plaque for Jane Hall, lighting not being adequate on the rear side of the complex, the fact that many residents fear for their safety as prowlers have been lurking about. Also persons are concerned that their checks are not being deposited promptly. Pat Belmont spoke about the lack of washers & dryers when her aide is present. Elaine Budd wanted to know if any plans are underway to replace the sure grips in the tubs as many are worn and in need of replacement. Mary-Ellen Vollemans stated that the commission should be mindful of the comments being made by the staff as more sensitivity is needed when dealing with seniors.

After a lengthy session by the residents the commission advised that they will look in to the matters and respond appropriately to the situation and our staffing concern. Meanwhile residents need to be proactive when dealing with safety and security issues and report their concerns to the police as well as the office so that a paper trail is established in order that the situation is corrected.

Phineas Park- Mark Nolan reported that major roof work was completed for units 15 to 17. Presently there is one vacant unit and it is intended for an in-house transfer and someone coming off the list once that unit is turned over. RDA sent a check for \$12,800.00 for the roof fix; however the operating funds were used. They are still awaiting the design work for the parking lot construction to begin.

Motion to approve the Minutes of May 14 2014 was made by Commissioner Beeble and seconded by Commissioner Dalcher.

Motion by Commissioner Dalcher to pay the bills of June 11, 2014 and seconded by Commissioner Walsh. Motion carried.

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TOWN OF BETHEL
TOWN CLERK

The ED reported that the rehab is nearing completion and there was a minor problem with the appliances fitting in place. There is the Annual meeting of the Connecticut Housing Coalition on June 24, 2014 in the Hartford area and she will be attending. Presently, we have one new move-in scheduled for June 15, 2014 and another for July 1, 2014. Unit 13 has been assigned to an internal transfer and once that transfer has occurred another resident will be assigned that unit and we will assign someone from the waiting list to that unit. Therefore, we need only to assign units; 57 and 68 from our waiting list once the rehab is done. When the transfers occur between units 26 and 32 those units will be rehabbed and this will result in one assignment from the list. Contact has been made with the Town's development officer and they are happy to work with us identifying opportunities for funding. There is grant that is possibly due in September and would result in funding for the spring of 2015.

Commissioner Beeble advised that beginning with the July 2014 meeting the Citizens input will be limited to 30 minutes.

Motion to approve the Treasurer's Report was made by Commissioner Dalcher and seconded by Commissioner Beeble. Motion carried.

Old Business

Motion by Commissioner Beeble to approve the Grievance Policy and seconded by Commissioner Dalcher. Motion carried

New Business

Discussion of the QuickBooks Consultant was made by Commissioner Dalcher. He advised that 5 resumes were received and that two candidates were interviewed while one was local and the other was from Wallingford. Her rate for the cleanup was good and estimated not to exceed \$900.00; she included in her proposal charges for travelling. This candidate currently works two days a week for a housing and two others as needed. She is very familiar with the DOH/DECD accounting requirements. Commissioner Beeble recommended that we enter into an engagement contract with the QuickBooks Consultant subject to the issue of the travel charges is clarified. Motion seconded by Commissioner Walsh and carried.

Motion by Commissioner Walsh to pay Wood Works, Construction Periodical Payment # 3 and seconded by Commissioner Beeble. Motion carried. The ED stated that with this payment the contract is substantially complete and a small payment and retainage is now remaining.

Motion by Commissioner Beeble to Open the Waiting List and seconded by Commissioner Dalcher. The ED advised that prior to applications being released it must be advertised for 10 days and once that has occurred applications will be accepted for 30 days. All applications must be completed in their entirety and any omissions will result in the application being rejected. The applications will be placed on line on the BHA website and all applications must be returned by mail. Each application will be date and time stamped and a log must be maintained denoting the same. Persons can file applications for both projects either the low income or the affordable housing side all of which will be spelled out in the application. Motion carried.

Chairman for the election of officer for 2014-2015

Nominations

Timothy Beeble, Chairman

Harold Dalcher, Vice Chairman

Lucille Walsh, Secretary

Gail Slifkin, Treasurer

Commissioner Walsh made the motion to approve the slate of officers and seconded by Commissioner Dalcher. Motion carried.

Motion to Adjourn at 5:45 – Unanimously Approved

Collin Vice, Recording Secretary