

BETHEL HOUSING AUTHORITY

25 Reynolds Ridge

Bethel, Ct 06801

SPECIAL MEETING

WEDNESDAY DECEMBER 3, 2014

12:30 PM

RECEIVED

2014 DEC - 5 A 10: 22

TOWN OF BETHEL
TOWN CLERK

Chairman Beeble called the meeting to order at 12:40 PM

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

Present: Collin Vice, Beth Brooks-Brooks Accounting, Jay Ofiero, Lucille Ofiero, John Favale, Earl Reeves, Sandra Nichols, Leslie Friedman, John Dietter, David Carlson, Pat Belmont, Karen Springer, Lucy Lafferty, Warren Lafferty, Nadine Robinson, Len Newby, Mr. and Mrs. Vollemans

Citizens Input- Jay Ofiero advised that they had a very informative meeting with Publicly –Assisted Housing Resident Network, Inc. Earl Reeves stated that his car is registered in his daughter 's name and she has the insurance because if it was in his name the insurance would be higher. John Favale stated he had a problem with his air conditioning and heat and as a result his energy bill had increased and he requested that the Commission review his situation. Jay Ofiero read a letter from Mary Ellen Vollemans concerning the knock box that is used by First Responders and that no one knew that the box was located outside the Community Building # 25. Further the letter stated that the Executive Director is responsible for notifying residents twice a year about the location. The letter also stated that a Commissioner was not aware.

Phineas Park- Tabled Mark Nolan not present

Motion to approve the Minutes of October 20, 2014 was made by Commissioner Dalcher and seconded by Commissioner Walsh. Commissioner McCollam- abstained. Motion carried

Motion to approve the Minutes of October 28, 2014 was made by Commissioner Dalcher and seconded Commissioner Slifkin. Commissioner McCollam- abstained. Motion carried

Motion to approve the Minutes of October 31, 2014 was made by Commissioner Walsh and seconded by Commissioner Dalcher. Commissioner McCollam abstained.

Chairman Beeble stated that when completing the minutes when coming out of Executive session it should be stated rather any action or no action taken before resuming the rest of the meeting.

Chairman Beeble introduced Beth Brooks from Brooks Accounting who has been retained to help ensure that everything is running smoothly. She advised the Commission that all reports are current and that great progress was being made with clearing up all the journal adjustments that were made based on previous audits. The work with the ED is going well. Commissioner Dalcher raised the question about clearing up the journal entries found on previous audits and is there a possibility that our audit fees will be less. The response was possibly the following year. The ED was made aware that the Procurement Policy should be updated and that we are following proper procedures. Further the Authority should look to increase the base rent structure for project # 166 as the rent structures are low.

The ED reported that the Affirmative Fair Housing Plan has been submitted for project # 166 and an approved plan is required if we are to submit applications for funding. In your Board package you received the status of our waiting list and vacancies which at present are three on both sides. Further along in the agenda you will be asked to approve the rehab of units 3, 18, and 33. Units 43, 65 and 75 are being prepared internally. Unit 75 requires that we replace the kitchen cabinets. Commissioner Dalcher authorize that we receive pricing to have the cabinets changed to match those in the currently rehabbed units. This evening you will asked to execute the agreement between Real Estate Solutions to act as our development consultant as in previous meeting they were selected. This includes the use of the Architect and Engineering Firms that were procured on an hourly basis to work on our behalf until we know what the final project will be and the allows us to be able to present a preliminary to the state when we meet next week. The ED further advised about the parking situation on the other end that some residents taking it upon themselves to assign themselves parking spaces without approval from the office and it is creating a lot of problems. Chairman Beeble stated that they do not have the authority to assign themselves any spot. Finally, a rent and utility adjustments were approved for Project # 133 and no word yet on the utility adjustment for project # 166. A rent increase for # 166 will be considered as the redevelopment plan is developed.

Motion was made by Commissioner Dalcher and seconded by Commissioner Slifkin to approve the Treasurer's Reports for September and October 2014. Motion carried. Commissioner McCollan- abstained.

Old Business None

New Business

1. A motion to adopt a resolution to make final payment to Wood Works Construction for the completion of unit 65 was made by Commissioner Slifkin and seconded by Commissioner Dalcher. Chairman Beeble asked if the unit had been inspected and ready for occupancy. The ED responded in the affirmative and the unit is now occupied. Motion carried. Commissioner McCollam- abstained

2. Motion by Commissioner Dalcher and it was seconded by Commissioner Slifkin to amend the contract with Wood Works to rehab units 3, 18, and 33 in the amount of \$73,406.00. Motion carried. Commissioner- McCollam- abstained.

3. Authorization made to hire Five Star Striping to stripe the parking lots at Reynolds Ridge was approved.

A motion by Commissioner Dalcher and seconded by Commissioner Walsh to enter into contract for lawn care and snow removal be awarded to T & M Landscaping from January 1, 2015 to December 30, 2016. Motion carried. Commissioner McCollam-abstained.

Motion made by Commissioner Dalcher and seconded by Commissioner Walsh to enter into contract with Real Estate Solutions as Development Consultant Motion carried. Commissioner Mc Collam-abstained.

Motion to adjourn was made by Commissioner Dalcher and seconded by Commissioner Slifkin. Motion carried meeting adjourned at 2:45 pm

Respectfully Submitted

***Collin Vice
Recording Secretary***