

**Housing Authority of the Town of Somers  
Meeting January 15, 2025  
71 Battle Street  
Meeting Minutes**

1. Call to Order

The meeting was called to order at 1:00pm

2. Attendance

Marylou Hastings, Terri Schmidt, John Nejfelt, David Pinney, Dave Oulette

3. Discussion with individual residents

None present

4. Old Business

4.1. Management of Property

4.1.1. Apartment Rental – Update

Brooke was out but Dave indicated there was one vacancy that has new tenant moving in; there is a second vacancy that is being shown

4.1.1.1. Review plans and prospects for retaining 25% units in Phase I

No info

4.1.2. Review Condition of the Facilities and work orders

Dave reviewed work order activity; have done three turnovers, current one is a full paint and carpet

4.1.3. Review Financial Condition

Maureen emailed a report that noted that both Phase I and Phase II ended 2024 in the black, Phase I by \$103,000 and Phase II by \$3,000 based on cash flow alone. Each phase experienced higher than budgeted insurance and electricity costs but these were more than offset by savings in maintenance as our in-house crew was able to do work that had been budgeted for outside contractors.

Staff are preparing the financial records for review by the auditors.

4.2. Report from Social Services Coordinator

Everyone enjoyed the holiday party

4.3. Phase I partnership transition

David reported that we are engaging an appraiser to establish the value of the interest being transferred. This value will be the basis of the transfer tax that Woodcrest will have to pay. John asked if the non-profit status of the receiving entity would preclude the transfer tax

4.4. Other

John wanted to follow up on establishing a written policy detailing responsibilities and liabilities when a tenant connects their own appliances (washer and dryer) to the supply and waste lines and vent pipe provided in each unit. Brooke and Maureen will review what language exists in the current lease and what changes they would recommend.

Marylou reviewed the confusion that exists among package delivery drivers and even some care givers as they attempt to locate the current apartment. The consensus was that a place to start in an effort to reduce the confusion would be to encourage residents to use both the street number as well as the unit number when identifying their location for delivery or service purposes.

5. New Business

5.1. Appoint directors for subsidiaries

David reviewed the four entities that are wholly owned subsidiaries of the housing authority and the process of the housing authority appointing directors for each entity.

Terri moved, John seconded, and it was unanimously agreed to appoint Marylou Hastings, Theresa Schmidt, John Nejfelt and David Pinney as directors of Somers Housing Management, Inc., Somers Housing Management, Phase II, Inc., Somers Housing Authority, Inc., and Somers Affordable Housing Partners, Inc.

5.2. Other

John is asking Dave Oulette whether there continues to be issues with non-residents walking around the property. Dave was not aware of any recent incidents but Marylou described someone walking around this morning at 4:45 then getting in a car and driving back out to the street. Dave confirmed that staff does confront non-residents and has even found address info on trash illegally placed in the dumpsters on site and used that info to confront the culprit and get them to remove the trash. There was discussion of putting up more visible signage and possibly getting vests for staff to increase their authority in dealing with non-residents.

6. Approval of minutes from November 20, 2024

Marylou moved, John seconded, and it was unanimously agreed to accept the minutes of the previous meeting as presented.

7. Resident Questions/Concerns

Nothing else raised

8. Adjournment

The meeting adjourned at 2:00pm.

Respectfully submitted,

David Pinney, chair