

**Housing Authority of the Town of Somers
Meeting Minutes from July 19, 2017
Woodcrest Community Room – 71 Battle Street**

1. Call to Order

Called to order at 3:00

2. Attendance

Marylou Hastings, Eileen Fedorowich, Bob Landry, David Pinney, Maureen Corley, Brook Hawkins

3. Discussion with individual residents

Mrs. Lally raising again the safety concerns regarding the exterior door at #71 used to access the mailboxes. She would like a report on anticipated cost and possible funding

4. Old Business

4.1. Management of Property (REDI)

4.1.1. Apartment Rental – Update

Phase I: four vacant, one will be occupied this week, three are being shown, and two have just provided notice of moving out as 8/1; Phase II has two under deposit and one coming vacant 9/1.

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

The most recent units coming up in Phase I are grandfathered units.

4.1.2. Review Condition of the Facilities and work orders

Much of the time taken up with unit turnovers; prioritizing work orders but keeping up for the most part. Two of vacant units were occupied by smokers and will require major work. The garden area at #63 is not being used this year and is quite overgrown. We need to determine if we are cleaning this up or seeding it back to grass.

4.1.3. Review Financial Condition

AIG is reviewing possible distribution to partners from 2016

June cash flow for Phase I only slightly negative given several insurance renewals, but actual expenses to budget has been holding well for the year so far. Phase II cash flow for the month was positive; year to date shows revenue short due to vacancies and rent adjustments given change in utility allowance, expenses on target.

4.1.4. Review Resident Services Coordinator's activities

Brooke distributed a report from Fran highlighting her activities. Along with ongoing social service activities, organizing entertainment and spending considerable time with turnover activity. Application for heat assistance will start in September. Level of funding for this and renters' rebate is not definitively established, pending decisions on state and federal budgets.

4.2. By-laws

Anticipate taking this up in the fall.

4.3. Other

Eileen has heard nothing from boy scouts. She does not expect volunteer help or supplies so the project is dormant at this time.

5. New Business

5.1. Other

Nothing raised

6. Approval of minutes from June 21, 2017

Eileen was seeking clarification of the anticipated use of a handicap space proposed last month for the front of #71. The minutes indicated short term parking for people accessing the offices but it was noted that the space could also be used by people unloading groceries or other items to take to their apartments.

Add the word “report” to the description of the review of RSC activities. Also, expand Eileen’s remarks on activities of the fire chief in educating residents on emergency situations to include instituting periodic fire drills and developing a written manual covering procedures during emergencies.

Marylou moved, Bob seconded and it was unanimously agreed to accept the minutes as modified

7. Resident Questions/Concerns

Eileen wondering how many inspections a year. Brooke reviewed a number of categories, several of which happen more than once a year, so quite a few. Eileen wonders if there could be more info on the notice that proceeds the inspection as to what will be happening within a given residence. Brooke is trying and will keep that in mind.

Marylou has issue that persists regarding families that have two cars and where those cars are parked. Brooke is aware and on it.

8. Adjournment

At 3:45

Respectfully submitted,

David Pinney, chair