

**Housing Authority of the Town of Somers  
Meeting October 24, 2018  
Woodcrest Community Room – 71 Battle Street  
Special Meeting Minutes**

1. Call to Order

Call to order at 3:05

2. Attendance

Marylou Hastings, Bob Landry, David Pinney, Brook Hawkins, Linda Sledjeski

3. Review of change to new management company

David reviewed the change in management company from REDI Property Management to Somers Housing Authority, Inc. (SHA Inc), given that REDI PM has shut due to Harvey Edelstein's illness and inability to continue working. SHA Inc has hired all of the same staff so the transition has been smooth with no change from the residents' perspective. SHA Inc has hired Maureen Corley as the financial director for Woodcrest. She monitors financial activity, prepares reports and serves as our liaison with the LPs. David pointed out that while SHA Inc is a separate entity, the new arrangement is very similar to other housing authorities that directly manage their properties.

4. Discussion with individual residents

Ongoing questions on parking during snow storms and subsequent removal activity. Brooke indicates more cars than at any time previously and that she plans to conduct a test run in the near future. One of the challenges is to get residents to move when the snow starts and not long before.

5. Old Business

5.1. Management of Property (REDI)

5.1.1. Apartment Rental – Update

Five turnovers in Phase I; four rented one in process; Phase II has two turnovers with both rented.

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

None involved

5.1.2. Review Condition of the Facilities and work orders

Busy with turnovers but keeping up with work orders; three open at present

Gutters on both two-story buildings were cleaned; big job contracted out and much material removed since the buildings had not been done since construction.

The landscape contractor will be doing fall cleanup including gutters on the cottages

All filters on heating units have been changed as have batteries in smoke detectors

Pruning of shrubs was done and things look much better

Tractor and quad have been prepped for winter

Have not been locking #63 community room and no longer have keys. Too much outside activity so looking into rekeying the doors and getting keys to the residents.

5.1.3. Review Financial Condition

David reviewed reports that Maureen has been preparing. They indicate that Phase II is operating in the black and should end the year with a small surplus. Phase I is in a much stronger cash flow position and we are working on opportunities to address outstanding projects before year-end as well the expectations for distribution among the partners of any surplus for 2018. Maureen has also begun work on budgets for 2019.

5.1.4. Review Resident Services Coordinator's activities

Brooke distributed Fran's report and reviewed it. Priority as always is service to individuals in need and then into programs; continues to be a key component of finding and working with prospective tenants.

Organized a flu clinic that was done today and served over 40 people

Helping 18-20 shut-in residents get support from the food pantry

5.2. Review of Phase II PILOT

David reported that the town assessor is currently reviewing financial info from Woodcrest to generate an up-to-date calculation of the PILOT. He has been requesting information the last of which was provided recently. We will stay in close contact to monitor progress. Further discussions with the town regarding any change in the PILOT will have to wait until the new calculations are completed.

6. New Business

6.1. Recognition for Harvey Edelstein

We will invite Harvey to the Thanksgiving pot luck at which time we will celebrate his contributions to Woodcrest.

7. Resident Questions/Concerns

Nothing raised

8. Adjournment

The meeting was adjourned at 4:30pm