

BETHEL HOUSING AUTHORITY

25 Reynolds Ridge

Bethel, Ct 06801

REGULAR MEETING

WEDNESDAY DECEMBER 9, 2015

4:00 PM

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TOWN OF BETHEL
TOWN CLERK

Commissioner Slifkin called the meeting to order at 4:00 PM

Roll Call:

Commissioner Beeble, Commissioner Ryan, Commissioner Walsh and Commissioner McCollam

Present: Collin Vice, Mark Nolan

Citizens Input- Jay Ofiero stated more maintenance personnel is needed and requested a copy of the work order log to determine the kinds of work orders coming in. The ED advised that she will get him the list. She further stated that we have not received very many work orders and that the current staffing level is sufficient. Jay reported that there is a concern about how wide walkways are cleared during the snow. The ED advised that she will look into the matter when the season is upon us and that depending on the type of snow the contractor employs the use of a blower when the snow is light and machines and /or manpower in other conditions. The issue with the dryers in the community rooms is that they are not operating as they should and they are down a lot. Jay stated that they are not picking up the coins as they should causing the machines not to work and finally what can be done to get newer washers and dryers in the laundry rooms. Carlos Serbia reported that since his neighbor has been gone he does not smell smoke. He will continue to monitor and report back. Christine Sleight reported that Kim is looking into portable parking signs for the guest parking situation. The ED advised that she found some but they were too expensive and will continue to look to find the guest parking signs. John Favale stated that everything is good with his situation and that he is making payments as agreed and he has been recertified by Collin and that everything is going well. For the record he stated that his situation was the result of his own doing and he has been and is paying the price for all court and legal fees plus back rent.

Phineas Park Mark Nolan advised that due to the number of vacancies that were repaired and reimbursement not received from Rural Development for the paving that was done, the financial statement shows a deficit. However, in January a new rent increase will take effect and the gross rent will increase by \$25.00 per unit. There is no change in the utility allowance for the property. Two vacancies were filled and processing is being conducted for the remaining vacancy. No news from the town on the tax abatement issue. Now that the paving is complete in a section of the parking lot we will now back fill the areas where it is needed.

A motion was made by Commissioner Walsh and seconded by Commissioner Beeble to approve the Minutes of November 4, 2015. Motion carried.

Motion by Commissioner Beeble and seconded by Commissioner Ryan to pay the bills of November 18 and December 9, 2015. Motion carried with Commissioners Slifkin and McCollam abstaining.

The Executive Director reported that the only vacancies currently are units 30 and 71 which are being held for the Smalls Cities Grant. The Commissioners received in their packages a request to close the waiting list on December 31, 2015 as we have a sufficient applicant pool and cannot reasonably house in the next 24 months. The Authorization will be found under New Business. A copy of the revised Resident Rules were presented and advised that the policy will be placed on next month's agenda for review and discussion. CHFA advised that the Pre- Development Loan 1st draw down will be in our checking account on December 10, 2015. No word yet on when the Small Cities funds will be released. The electrician checked the fan in unit 19 and stated that it is operating correctly and that he will continue to investigate a charcoal filter for the heat pump to see if it will address the concern.

Motion by Commissioner Ryan and seconded by Commissioner Beeble to approve the Treasurer's report for October 2015. Motion carried.

Motion by Commissioner Ryan and seconded by Commissioner Walsh to table the Treasurer's Report for November 2015 as some of the bank statements have not come in. Motion carried.

New Business

Motion made by Commissioner Beeble and seconded by Commissioner Walsh to close the waiting list for Projects E-133 and E-166 effective December 31, 2015. Motion carried.

Authorization to approve the 2016 Regular Meeting schedule was made by Commissioner Walsh and seconded by Commissioner McCollam. Authorization approved.

Authorization was granted and approved by the Commission to approve a 2pm closing for Christmas Eve 2015 for the staff of the Authority. New Year's Eve will be a normal working day.

Motion by Commissioner Beeble and seconded by Commissioner Ryan to go into Executive Session at 5:10 pm to discuss Personnel Matters.

Motion to come out of Executive Session 5:45 pm by Commissioner Ryan and seconded by Commissioner Beeble. Motion carried.

No votes were taken during Executive Session.

Motion to adjourn was made by Commissioner Walsh and seconded by Commissioner McCollam at 5:50 pm. Motion carried.

Respectfully Submitted

***Collin Vice
Recording Secretary***