

Bethel Housing Authority  
25 Reynolds Ridge  
Bethel CT 06801

Board of Commissioners Meeting  
Wednesday, January 13, 2016 Reynolds Ridge Community Room #25

**Commissioner:** Slifkin called the meeting to order at 4:00 p.m.

**Roll Call:** Slifkin, Chairman, Commissioner Beeble, Commissioner Ryan, Commissioner Walsh

**Note:** Mary McCollam has resigned her position as Commissioner

**Present:** Mark Nolan, Stacey Olszewski from NP Rentals

**Introduction of New Management:** Effective: December 28, 2016 Bethel Housing Authority entered into contract with Property Management Company NP Rentals & Management, LLC. Bethel Housing Authority is no longer managed by its own staff (effective January 28, 2016). Commissioner Beeble stated the reason for the change in management was a budget decision. To go with a management company vs. it's own employees was a fiscally responsible decision.

**Public Input:** Jay O'Feiro, Tenants Association President, read a letter from the Tenants Association directed to Lou Walsh indicating she had only attended 2 meeting in the past 2 years. Several issues were cited. Tenants Association called for her resignation. They would also like a motion to limit term to 2 years for tenant commissioner.

Tenants also recommended an increase in allowed for tenant expenses from \$250.00 to \$575.00 due to increased costs. Tenants Association presented backup expenses and requested a check from the board. Motion made by Commissioner Ryan seconded by Commissioner Beeble to provide reimbursement.

It was asked that the smoking policy be amended from 20 Feet to 25 Feet. A map was provided with recommended smoking areas. Had concerns that smoking policy was not enforced. John Favale welcomed new management company. Sandy Nichols cited a concern with her screen doors locking.

**Approval of Minutes of December 16, 2016 and December 28, 2016:** Motion made by Commissioner Ryan and seconded by Commissioner Beeble to approve the minutes. Motion carried

**Phineas Park Report:** Mark Nolan presented update on vacancies and quotes to restore one unit damaged by tenant. Reported on lease renewal with Mac Gray the laundry company.

**Development Project – Real Estate Solutions:** Mary Beth Matta from The Roche O'Donnell Group / Real Estate Solutions provided an update on the S.S.H.P. State Sponsored Housing Portfolio/ Pre-Development Grant. (To provide capital improvements)

Past Due invoices were discussed. Board requested further backup and will call for a Special Meeting. The Board of Commissioners were unaware that monthly finance charges were accruing in excess of \$500.00 per month. Follow up of the grant funds and payment will follow.

**Community Development Block Grant:** Mark Nolan reported a meeting with Tim Beeble. Larry Wagner and himself took place on January 7, 2016. The Bid Package ready to be published. Held up with some legal paperwork with state. FY16 Round- submission by 4/11/2016 - need new application and letters of support same as last time. Tim Beeble will follow up with town and board next phase.

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TOWN OF BETHEL  
TOWN CLERK

### **Reynolds Ridge Management Report:**

Mr. Nolan updated on the transition and a few changes already on place. DOH Management review is scheduled for January 27, 2016. They will inspect various units at random. NP Rentals & Management has planned a tenant meeting for January 26, 2016 at 10:00 am. Notices will be delivered to all the tenants.

Files are being audited for compliance.

Mark Nolan provided backup on B.H.A. liability notice with the Department of Labor. Motion was made to pay \$625.82 to Dept. of Labor to settle penalty. Motion made by Commissioner Beeble Seconded by Commissioner Ryan. Motion passed

Mr. Nolan updated that Dave Belcher was contacted and is assisting transition with one site corrections.

Maintenance and repairs have been addressed in a timely fashion with a plan to develop the maintenance routine and inspections. Concerns with HVAC wall units discussed and NP Rentals & Management in process of addressing issues. Because of dual system tenants still have heat in apartment.

Tenants requested that buckets of salt be placed around the community. Mr. Nolan can get that in motion.

Visitor Parking Sign request noted and we are reviewing.

No Smoking Policy Compliance will be addressed by NP Rentals & Management.

Tenants have requested that 133 and 166 Community room be on the same key. B.H.A. and Mr. Nolan agreed follow up with locksmith will take place.

Budget revisions were discussed for 133 and 166 and follow up with the DOH / CHFA will be done accordingly.

Woodworks Rehabilitation is contracted for 2 more units. #1 and #30. This project will move forward. John Favale agreed to remain in unit while work is being done.

A hearing date has been set with State of CT Dept. of Labor, Employment Security Division to protest an unemployment claim. Commissioner Slifkin and Beeble will attend the hearing. Meeting 1/20/16.

Motion by Commissioner Ryan and seconded by Commissioner Beeble that past Exec. Director had written notice of a day without pay due to false representation of payroll records. Directions were provided that this action was a result of numerous inaccurate entries to ADP. Written notice was given by Commissioner Beeble and Slifkin. A motion was made that no pay be granted for 12.28.15 due to the non-compliance of the written notice. Motion passed by all Commissioners, Slifkin, Beeble, Walsh and Ryan

**Treasurer's report:** Balance sheets presented, no action taken as they were in draft form not complete.

**Status on severance and authorization to pay bills:** Severance letter to be received by Tuesday January 19, 2016 at 5:00pm. Motion was made for payment of legal fees and employee severance.

**Adjournment:** Meeting Adjourned 7:00 PM