

The Housing Authority of the Town of Bethel

25 Reynolds Ridge, Bethel, Connecticut 06801

September 20, 2023

2:00 pm

Jane Hall Community Center (JHCC)

Regular Meeting

MINUTES

TOWN CLERK
BETHEL, CT

2023 SEP 25 P 2:23

RECEIVED

CALL TO ORDER 2:04 pm

ROLL CALL

Beth Cavagna – Chairman, Janet Cosgrove – Treasurer, Marlyn D'Amico, Secretary,
NP Rentals & Management: Stacey Olszewski. Residents/Public- 17 (on file) /Guests – None

MINUTES

A motion was made by B. Cavagna to approve the minutes of July 19, 2023 with a correction. The heading stated it was a Special Meeting, instead of Regular Meeting, seconded by J. Cosgrove. All in Favor. Motion Carried.

CITIZEN INPUT

A resident reported that the most recent Pot Luck was enjoyable. Another Pot Luck is planned with a Halloween Theme. Another resident stated that the increased recycling pickup has worked very well.

RRRA REPORT

The RRRA reported that Secretary /Treasurer D. Stevenson has resigned from the RRRA Board. They are looking for a replacement. Bingo scheduled for October 5th and 25th.

Chairman's Report

- The Flag Dedication is scheduled for Monday, September 25, 2023 @ 12:00PM
- Tenant Commissioner update: Thomas Babcock was the only resident nominated; the Board will move forward with his appointment.

Phineas Park Management Report

- Waitlist – 1 Bedroom, 180 applicants, 2 Bedroom, 84 applicants. Accepting applications.
- Window replacement scheduled for October 2023.
- Parking lot sealing and scheduled for September 25-27th 2023 upon approval of quote.
- The Rental Assistance for Phineas Park has been renewed by USDA.

Reynolds Ridge Management Report

- E 133 – 102 on WL, 2 Vacancies. Filled. Move in's planned October 1 and November 1
- E 166 – 168 on WL, 0 Vacancies, 2 upcoming including #58, 1 filled second working from waitlist.
- 2024 Rent Increase waiting for approval to confirm Management Plan for 2024.
- Laundry Room #58 Hours 9:00AM-7:00PM amended due to the location backing up to a resident's apartment. Laundry at #25 Hours 6:00AM-9:00PM
- Unit #58 remodel moving along anticipate it will be ready for occupancy late October/early November.
- HOTMA updates reviewed and how it will affect residents. Management will plan a meeting as well as meet with individuals with any questions.
- Parking lot upgrades scheduled for October. Estimates will be sent to the Board for approval.
- United Alarm and the Fire Marshall performed Fire and Safety Inspections, September 11 & 12, 2023/ No major findings.
- Millette Pest Control will be doing inspections November 8 & 9

TREASURERS REPORT

A dividend was received by HAI Insurance in the amount of \$2634.32

RESOLUTION – a motion was made by B. Cavagna to approve the audited annual financials for 2022. Seconded by J. Cosgrove. All in Favor. Motion Carried.

RESOLUTION – a motion was made B Cavagna to approve Jet Black of Fairfield to fill cracks, seal and paint lines in the amount of \$9911.82. Seconded by J. Cosgrove. All in Favor. Motion carried.

RESOLUTION - a motion was made by B. Cavagna to approve checks as follows: **August 2023** - Phineas Park - \$29,729.64, Reynolds Ridge E133 -\$26,619.18, Reynolds Ridge E166 - \$24,033.49, Capital Improvement E 133 - \$0.00, Capital Improvement E 166 - \$8577.45 **September 2023** - Phineas Park - \$58,983.22, Reynolds Ridge E133 -\$29,590.68, Reynolds Ridge E166 - \$47,775.76, Capital Improvement E 133 - \$0.00, Capital Improvement E 166 - \$6678.65, Seconded by J. Cosgrove. All in Favor. Motion Carried.

B. Cavagna made a motion to adjourn. Seconded by J.Cosgrove. All in Favor. Motion Carried.
Adjourned 3:02 pm

Respectably Submitted by Stacey Olszewski – NP Rentals and Management, LLC