DRAFT

Stonington Housing Authority
Edythe K. Richmond Homes
Community Building
August 11, 2016
Minutes

RECEIVED FOR RECORD
STONINGTON, CT.
16 AUG 16 PM 12:11
CYNTHIA LADWIG
TOWN CLERK

CALL TO ORDER:
Chair Tom Hyland called the regular meeting of the Stonington Housing to order at 4:01 p.m.
ROLL CALL:
Those in attendance were Chairman Tom Hyland, Vice Chair Julie Savin, Commissioner Kate Careb, Commissioner Beth Leamon, Resident Commissioner Janice Bogue, Executive Director Elaine Schmidt, Attorney Brian Estep, Selectman Mike Spellman, Becky Champlin, and Ron Normand.

DISCUSSION ON ACCESS TO PROPERTY BY NEIGHBORS:

Attorney Brian Estep stated that Housing Authorities are created by statue. This allows a community to create a Housing Authority. In November of 1974, the Town of Stonington created the Housing Authority. The Town is not an arm of the Housing Authority. The Stonington Housing Authority owns its' own property. Based upon that, the property and the buildings are not public property. The streets are not public. They belong to the Housing Authority.

Neighbor Sue Jones asked, "Why is the Town giving over the streets to the Housing Authority? That affects my rights."

Attorney Estep replied that the Town has turned over the roads as is their decision. Regarding Fellows St. Extension and Winthrop Avenue, the following neighbors offered comments regarding those streets. The neighbors included Sue Jones, Cynthia Drury, Theresa Watson, and Neil Mackenzie. In response to the neighbors' comments, Commissioner Leamon said that the issue on the Agenda is access to the property by neighbors. Chairman Hyland said that we have not yet set a policy. Vice Chair Savin said they need the information from the neighbors as it is helpful. However, Vice Chair Savin also stated the Board of Commissioners represents the residents. She said this is not a park and she is on the fence about the solution regarding no trespassing. She said the Board does not intend to make a decision tonight. Vice Chair Savin wants more information. In particular how other Housing Authorities protect their residents.

Neighbor Theresa Watson said they would like to assist and asked how they could help with the residents of SHA and that the neighbors must be more vigilant. Selectman Mike Spellman suggested starting a Neighborhood Watch. Chair Hyland asked Selectman Spellman to set up a neighborhood watch in conjunction with the Stonington Police Dept.

MINUTES:
A motion was made by Chair Hyland and seconded by Vice Chair Savin to approve the minutes of the July 14, 2016 meeting. Motion passed 5-0-0.

READING OF THE TREASURER's REPORT:
Commissioner Leamon presented the Treasurer's report for July 31, 2016 showing a balance of $3,107.50 in the Chelsea Groton Pet account, $190.84 in the Citizen's checking account, $2,625.00 in

the Chelsea Groton Operating checking account, with a total in all Citizen's checking accounts and Chelsea Groton accounts of $5,923.34. With regard to savings and investments; a total of $476,899.71 and $168.20 in petty cash bring the grand total of all savings and checking assets to $482,991.25.

BILLS AND COMMUNICATIONS: A letter was handed to Chair Hyland during the Board Meeting by resident William Nunez. It read as follows:

Greetings August 11, 2016

Not going into big details as I am quite busy with other things to attend the meeting. Bottom line from an ethical standpoint – if we as a Housing Authority are truly private, then we need to be private. If the town is involved in any way by presumption and by definition we are public, whether we are private or not.

We need to get our Housing Authority off the Town website and abolish the Commissioner positions appointed by the Selectman. If and when I am appointed to the Ethics Commission you can count on me taking a hard look at this issue.

As for Elaine having her dog here, I have had a change of heart and support this wonderful dog hanging with us.

Dade Nunez 11-4

P.S. I am a taxpayer in Stonington and that will not change.

REPORT OF THE EXECUTIVE DIRECTOR:

1. Carol Umphlett provided Senior Farmer's Market Nutrition Program certificates for our residents. Becky will keep track of each resident that is provided. So far she has distributed to 15 residents. The majority of our residents picked up the certificates from Carol's office.
2. A representative from Eversource contacted me on the lighting for the community building. They provided a list of authorized contractors that can come and evaluate the lighting and recommend the most energy efficient lighting. He said the majority of the time, there is no cost for the new lighting, Eversource will pay the contractor as has been done in the past. They also asked about our refrigerators. I am sending him a list with the model and serial numbers and he will advise which they can replace with energy saving refrigerators for free or low cost.
3. We have opened our Waiting List effective July 25th. Of the 5 applicants who were on our waiting list, 4 refused the vacant unit that is available and the 5th found other housing. So far we received 2 completed applications but have given or sent approximately 15 applications. We have included the new minimum annual income of $11,200.00 or applicants must show a demonstrated ability to pay the new base rent of $250.00. We are also requiring each applicant provide a swab test by a medical provider to show the applicant is a non-smoker. Attorney Estep confirmed that this is allowed.
4. The bid opening for the rehabilitation of the apartments has been rescheduled from August 4th at 3 PM to August 11th at 2 PM. You are invited to attend the bid opening. We anticipate many of the residents will be attending. As a result of the walk through with the contractors on July 18th, an addendum was issued to clarify part of the specifications. The

contractors were shown 6 different apartment styles that we have. There was also concern expressed by the contractors to have the residents back in the apartment each night. It was strongly recommended that the residents leave their apartment Monday morning until Friday afternoon due to dust, the extra time to pull and reset the toilet for the couple days and the moving of furniture. We met with the residents on July 21st and advised they would need to move out and either stay with family or friends or we would accommodate them at an area motel that has a kitchenette. I am getting 3 prices on movers to move resident furniture either into either a pod, on site, or the movers would store at their facility and then bring the furniture back. I am also looking for motels with kitchenettes and need 3 prices on those. The expenses will be covered by the grant. The contractor would not be responsible for moving the furniture. Ron will be moving their personal belongings. Ron is doing 5 to 6 inspections each week so we can establish which apartments are going to need to be rehabilitated sooner and which residents will need more assistance with packing up their personal items. This is going to be a massive coordination effort. We will be looking for volunteers to help pack residents personal items. I am going to contact the high school to see if students who need to do community service will volunteer with the packing. We have boxes, old newspapers and tape in the community room for residents that want to begin packing away items. Once we establish the priority list, with the selected contractor, on the number and which units they will complete each week then we will work with the residents of those units to assist with their needs.

5. We will be holding another Resident Meeting after the bid opening once we know who the lowest responsible bidder is. I anticipate we will at least have some preliminary information to share with the residents concerning timing. All the residents are so anxious for the work to begin.
6. We still have one vacant unit. We may hold the unit open as we plan to start on buildings 11 and 12 early in the construction process.
7. We received notification from The Hartford after they did an audit on our Worker's Compensation that we are getting $526.00 back since our costs have decreased.
8. Becky has distributed the new Welcome to EKR and the Rules and Regulations to all but 2 residents. She anticipates she will distribute those when the residents come in to pay for their rent. I have signed all the documents that the residents have signed and now Becky will make copies to distribute to the residents and the original will go into the resident file.
9. A resident, Donna Haggerty, has continued with our American Sign Language (ASL) classes. We get homework each week and there are a lot of laughs during the class.
10. On July 20th a group of residents, Becky and I carpooled to Monahan's in Naragansett for lunch. It was a lovely location, on the water with a nice canopy so we were able to sit outdoors to eat, in spite of the warm temperatures. It was such a hit that instead of our usual August trip to Buttonwoods for ice cream the residents asked to go back to Monahans. They also, in addition to fresh seafood, have delicious ice cream.
11. Our Labor Day picnic is scheduled for September 1st at noon. You are invited to attend.
12. I sent an email with a picture of one day's harvest of cherry and grape tomatoes. We are also harvesting cucumbers. Thanks to Ken Lanphere, Terry Donovan, Kevin Pettinari and

Bruce Pettinari for watering the raised garden beds. With the water ban, the new schedule has been set for odd days only.

13. The activities continue in the community room from the daily reading of the newspapers, Scrabble, Yahtzee, Bingo and Chair Exercise. More and more residents are participating.
14. Becky will provide the August calendar of events at the meeting. If you wish the calendar to be emailed to you when it is distributed at the beginning of the month, please let me know.
15. Ron has provided the following information on the Maintenance status for mid-July to date:
    - Numerous work orders were handled during this period. Copies on file.
    - Took part in construction project contractor pre-bid meeting and subsequent walk thru.
    - Removed portion of roof moss buildup on building 8.
    - Cleaned buildings 8, 9 & 10 exteriors ridding it of years of mold buildup.
    - Continuous grounds work, hedge/tree trimming.
    - Set up packing station (boxes & packing tape) in community room.
    - Performed 16 re-inspections in preparation for upcoming construction project.
    - Grounds inspected daily and cleared of trash and debris.

      Ongoing projects for summer 2016:

    - Remove mold from buildings needing it.
    - Repair broken fencing on outside storage enclosures.
    - Install drainage system behind bldg. 2. (Waiting on clearance from DigSafe)
    - Clean out all paths leading to drainage outlets.
    - Repaint all parking lot lines.
16. The following financial reports:
    Cash Balances
    Variance Report
    Year to Date Budget vs Actual
    Bank Reconciliations
    Capital Improvements

REPORT OF THE RESIDENT COMMISSIONER:

Ongoing Weekly:

Chair Exercises, Walking, Sign Language Class, Bingo, Adult Coloring, Scrabble & Yahtzee

July Birthday Party was held on July 13th. It was a nice time as we had good participation.

We visited Monahan's Clam Shack in Narragansett on July 20th. Everybody had a great time. Residents who went had a good time and are going back again this month on August 24th. Join them. Please sign up! They have great food as well as ice cream. Thanks to staff and drivers.

Labor Day Picnic will be held on Thursday September 1st. Please sign up. Pot-luck so you may bring a dish or dessert. If unable to bring something we are asking for a $3.00 donation.

PEOPLE SPOTTED THIS MONTH: (Thank you for helping out)

LATE ENTRY: Bruce Pettinari, Kevin Pettinari and Patty Piccolo cleaning up after the Tag Sale.

NEW BUSINESS: None

OLD BUSINESS:

- 2016 HTCCP and 2015 CDBG Small Cities Grant Update: ED Schmidt reported that we should be receiving the check from Eversource in November. The CDBG funds will be used first.
- Fellows St. Extension: Chair Hyland stated that the Board of Commissioners asked the resident who resides on Fellows St. Extension to obtain his own lawyer in regards to access to his vacant lot.

PUBLIC COMMENT:

Resident Barbara Delbene thanked Chair Hyland for his help in resolving the umbrella issue.

ADJOURNMENT: Motion made by Chair Hyland and Seconded by Vice Chair Savin at 5:05 p.m. The motion carried 5-0-0.

Respectfully submitted,

Kate Careb, Secretary