

MINUTES

Seymour Housing Authority

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➤ 913th Meeting

The 913th Meeting, a Regular meeting of the Seymour Housing Authority, was held at Smithfield Gardens Assisted Living in the Multipurpose Room located at 26 Smith Street, Seymour, on Wednesday August 8, 2012 and was called to order by Chairperson White at 5:31 p.m.

➤ Roll Call

Answering the Roll Call were Commissioners Belucci, Dota, Golebieski, Horelick and White. Executive Director David Keyser was also in attendance.

➤ Public Session

None.

➤ Previous Minutes

Chairperson White introduced the previous meeting minutes of the 912th Regular Meeting.

Commissioner Bellucci motioned to accept the minutes of the 912th Regular Meeting, July 11, 2012. Commissioner Dota seconded the motion. Commissioner Dota corrected the minutes relative to the time Commissioner Golebieski joined the meeting. She stated it was 5:39 P.M. and not 6:39 P.M. Commissioner Bellucci withdrew his motion and motioned to accept the minutes of the 912th Regular Meeting as amended. Commissioner Dota seconded the motion. Chairperson White acknowledged the motion and its second and asked all in favor of the motion to vote aye. Voting aye were Commissioners Bellucci, Dota, Golebieski, Horelick and White.

➤ Bills & Communication

Chairperson White introduced the Bills. (See Exhibit I)

After detailed discussion, review and questions Commissioner Dota motioned to approve the bills as presented and authorize payment of the bills. Commissioner Golebieski seconded the motion. Chairperson White acknowledged the motion and its second and asked all those in favor of the motion to signify by voting aye. Voting aye were Commissioners Bellucci, Dota, Golebieski, Horelick and White. Chairperson White declared the motion carried and the Bills approved for payment as presented.

MINUTES

The Executive Director discussed the pertinent correspondence. He discussed the correspondence from HUD Hartford Field Office relative to the Passbook Savings Rate for imputed income for Public Housing participants to be lowered from 2% to 0% beginning October 1, 2012. He discussed the response to the 2010 Audit findings. He discussed the letter from Legislators: Len Greene, State Representative, Kevin Kelly, State Senator, and Rob Kane, State Senator to Federal Senator Richard Blumenthal relative to mixed populations in Senior Housing. He also described the email from Damaris Reyes-Goodman relative to designated housing applications. He also described the August 3, 2012 staff memo relative to best practices relative to inquiries about applications. He discussed the news article that appeared in the Hartford Courant relative to charges brought against Winsted Housing Authority for using local preferences to determine eligibility.

➤ Executive Director's Report

See Attached Exhibit II

The Executive Director explained details of the Executive Director's report and answered all pertinent questions

➤ Public Session

At 6:55 P.M. Chairperson White recognized the group of residents from 16 Bank Street and re-opened the floor for Public Session.

Esther Zopino, Resident of Apt. 31 at 16 Bank Street, began discussion by referring to a letter the residents received from Seymour Housing Authority relative to a recent letter to the residents of 16 Bank Street in which the residents were informed that in order to resolve the problem with the intercom and door entry system that management will be leaving the security door open from 8 a.m. to 8 p.m. at 16 Bank Street. She commented that the residents have been complaining that the intercom system doesn't work. She stated that someone could get in the front door and hide in the basement and cause harm after hours. She stated that this resolution is not a good one. She further stated that when the building power went out during the two storm events, that the entry to the building elevator wasn't working and the door lock was open.

JoAnne Sherestanian, Resident of Apt. 21 at 16 Bank Street, commented that when the building loses power, the elevator does not work. She commented that there is a door in the lobby that has been locked and no residents have a key to this door. The door leads to the stairwell inside of the building. Since no one has a key, when the power is out and the elevator is down, the residents have no way to get back into the building and their apartments. She also stated that she has lived at Bank Street for since September and has not successfully used the intercom and door buzzer since her move in. She also stated that the door handle to the previously mentioned door to the stair well came off in her hand at one time.

MINUTES

Commissioner Dota asked how the maintenance was being handled at Bank Street. The Executive Director stated that Joe Migani handles all the maintenance requests. He commented that the residents should make it a habit to call the Seymour Housing Authority for work orders to be issued. He stated in this way, the owner would have a written record of the work.

JoAnne Sherestanian, Resident of Apt. 21 at 16 Bank Street commented that having the door open is not a good solution that provides the residents safety and security. She also commented that there are lights outside the main entry that are not on at night.

Helen Sader-Coquillard, Resident of Apt. 24 at 16 Bank Street commented that she has asked for quite a few work items that have not been done.

Joseph Migani, Architect and Owner of the building responded to the intercom system. He stated that on two occasions he inspected all 12 unit intercoms with his son and they all operated perfectly. He also commented that the Seymour Housing Authority inspected and tested all 12 unit intercoms independently of O'Riordan-Magani Architects inspection and the Seymour Housing Authority found them all working. He stated that this system was installed at construction of the building, and he does not have the funds to change the system to something easier to operate. He stated that he and his son showed all the residents how to operate that intercom system and he believes that it is the design of the system and that the residents are improperly using the door entry.

JoAnne Sherestanian, Resident of Apt. 21 at 16 Bank Street stated that no one showed her how to use it.

The Executive Director stated that his maintenance staff showed residents how to use the intercom when we checked the system; if residents were home during the inspection.

Helen Sader-Coquillard, Resident of Apt. 24 at 16 Bank Street stated that she has requested a grab bar to be installed in the bath area because she has difficulty getting in and out of the Tub. She stated that Joe Migani has refused to put a grab bar in for her.

Joe Migani stated that he would not grant that reasonable accommodation request because the resident has a grab bar located already installed, and the tenant wishes this on side of the bath. He explained that Helen has a dresser or piece of furniture on the side that is already installed. He commented that she can't use that one because of this furniture.

Karen Lewicki, Resident of Apt. 23 at 16 Bank Street, stated that the lights over her kitchen sink were flickering. She also commented that the dumpsters recently delivered were too small and that the metal doors are too difficult for the seniors to operate.

JoAnne Sherestanian, Resident of Apt. 21 at 16 Bank Street, stated that she would like to see a names directory in the lobby near the door buzzer. She also commented that the lobby windows and mullions need cleaning. She stated they are filthy.

MINUTES

Joseph Migani stated that he would address any work items brought up in the meeting. The Executive Director again recommended that the residents should call the Seymour Housing Authority to document the work as requested. He stated that this is the best way for the owner to track all work and be sure that no work order requests go unresolved.

Chairperson White announced that the Executive Director has agreed to contact the residents and have a meeting on sight at 16 Bank Street to address all these maintenance and operational issues.

The Executive Director re-affirmed that he would meet with the resident group on site.

Architect Joseph Migani presented his model for Phase II of the Bank Street Senior Housing. He displayed a digital model of the building and explained the construction of 26 additional units.

Chairperson White asked about the parking. Joe Migani stated that there will be 15 spaces under the building and the building is going to be built up with the parking under it. He stated that if there are a total of 38 residents he expects no more than 19 residents to have vehicles. He stated he could accommodate 15 residents, and 4 residents would have to park in the municipal lot on the other side of the diner, next to the Strand Theater.

Commissioner Dota asked how the rents are calculated. Joseph Migani responded that the rents will be based on the size of the units and depending on income levels of the applicants. He stated that these units will all be of similar size so the rents will be all the same in the new building.

Joseph Migani completed his presentation and thanked the Board of Commissioners for their consideration of support for this project.

➤ Old Business

The Executive Director described the letter from the Public Housing Authority Director's Association (PHADA) that discussed a kind of Class Action Lawsuit against HUD for breach of contract relative to the re-capture of reserves that HUD instituted this physical year. He reminded the Commission that we discussed this last month. The Executive Discussion followed and the matter remained on the table until some indication further and more participation from other Housing Authorities was realized.

➤ New Business

Chairperson White introduced the proposed January 1, 2013 rent increase for Smithfield Gardens Assisted Living. (See Exhibit III)

The Executive Director explained that as a result of operations, it is deemed necessary to consider a \$25.00 per month increase to cover expenses and ensure a provision for future

MINUTES

repairs. He stated that this is the first increase in three years. He commented that this increase will not exceed the amount allowable per the HUD posted area rents. He discussed that this will provide an \$11,956.00 increase in revenue for 2013 as a result of the implementation of the increases being tied to individual resident's annual re-certifications. He stated most of the annual re-certifications will be done in October and November because we had 14 turned over units during that time. He stated that the 50% units will increase from \$800/month to \$825/month, and the 60% units would increase from \$960/month to \$985/month effective January 1, 2013.

After some brief discussion, Commissioner Bellucci motioned to authorize the Executive Director (or his designee) to begin the process with CHFA and the Inter-Agency Team to request the implementation of a \$25 per month rent increase for Smithfield Gardens Assisted Living; increasing 50% unit rental to \$825/month and 60% unit rental to \$985/month effective January 1, 2013. Commissioner Golebieski seconded the motion. Chairperson White acknowledged the motion and its second and asked all those in favor by voting aye. Voting aye were Commissioners Bellucci, Dota, Golebieski, Horelick and White. Chairperson White declared the motion carried.

Chairperson White introduced the proposed January 1, 2013 meal service plan for Smithfield Gardens Assisted Living. (See Exhibit III)

The Executive Director explained that we are currently paying \$15.21 per person per day (pppd) to the meal vendor. He stated that we charge the residents \$14.89 pppd. This shortfall has been consistent for several years and is made up from surplus from operations. He stated that the increase of \$2.00 pppd would move us closer to break even. This would mean increasing the meal plan from \$453/month to \$455/month. The per person per day charge would increase to \$14.96 pppd.

After some brief discussion, Commissioner Golebieski motioned to authorize the Executive Director (or his designee) to begin the process with CHFA and the Inter-Agency Team to request the implementation of a \$2 per month meal plan increase for Smithfield Gardens Assisted Living; increasing the meal plan to \$455/month effective January 1, 2013. Commissioner Bellucci seconded the motion. Chairperson White acknowledged the motion and its second and asked all those in favor by voting aye. Voting aye were Commissioners Bellucci, Dota, Golebieski, Horelick and White. Chairperson White declared the motion carried.

Chairperson White introduced the quarterly reports for the period ended June 30, 2012.

The Executive Director explained the Callahan House quarterly reports for the period ended June 30, 2012. (See Exhibit IV.) He explained the variances and the net profit for the six months of operations.

The Executive Director explained the Norman Ray House quarterly reports for the period ended June 30, 2012. (See Exhibit V.) He explained the variances and the net profit for the six months of operations.

MINUTES

The Executive Director explained the State Moderate Rental quarterly reports for the period ended June 30, 2012. (See Exhibit VI.) He explained the variances and the net profit for the six months of operations.

The Executive Director explained the Smithfield Gardens Assisted Living quarterly reports for the period ended June 30, 2012. (See Exhibit VII.) He explained the variances and the net loss for the Core Services and the net profit for the overall operations for the six months of operations.

After some brief discussion, Commissioner Golebieski motioned to acknowledge that the quarterly financial reports for Callahan House, Ray House, Moderate Rental and Smithfield Gardens Assisted Living were presented and explained to the Commissioners. Commissioner Bellucci seconded the motion. Chairperson White acknowledged the motion and its second and asked all those in favor by voting aye. Voting aye were Commissioners Bellucci, Dota, Golebieski, Horelick and White. Chairperson White declared the motion carried.

➤ **Any Other Business Pertaining to the Board**

Chairperson White asked for a motion on whether or not to support Bank Street Phase II as presented by Architect/Owner Joseph Migani.

After some brief discussion, Commissioner Bellucci motioned to support to the Town of Seymour's various Boards of Approval; Mr. Migani's Bank Street Phase II construction proposal contingent upon a good faith management proposal between the Seymour Housing Authority and Bank Street, LLC for the additional 26 units to be owned by Bank Street, LLC and managed by Seymour Housing Authority. Chairperson White seconded the motion. Chairperson White acknowledged the motion and its second and asked all those in favor by voting aye. Voting aye were Commissioners Bellucci, Dota, Horelick and White. Commissioner Golebieski abstained from voting because she was not involved in the original proposal vote. Chairperson White declared the motion carried.

MINUTES

➤ Adjournment

Chairperson White asked for a motion to adjourn the 913th meeting of the Seymour Housing Authority. At 7:25 P.M. Commissioner Bellucci motioned to adjourn the 913th Meeting of the Seymour Housing Authority. Commissioner Golebieski seconded the motion. Chairperson White acknowledged the motion and its second and asked all those in favor by voting aye. Voting aye were Commissioners Bellucci, Dota, Golebieski, Horelick and White. Chairperson White declared the motion carried and the 913th Meeting, a Regular Meeting, duly adjourned.

Submitted by:



David J. Keyser, Secretary and
Executive Director