

# MINUTES

## Seymour Housing Authority

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### ➤ 898th Meeting

The 898th 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 July 6, 2011 and was called to order by Chairperson White at 5:30 p.m.

### ➤ Roll Call

Answering the Roll Call were Commissioners Belucci Dota, and White. Executive Director David Keyser and Attorney Gregory Stamos were also in attendance.

### ➤ Public Session

None.

### ➤ Previous Minutes

Chairperson White introduced the previous meeting minutes of the 896th Regular Meeting.

Commissioner Bellucci motioned to accept the minutes of the 897th Regular Meeting held June 8, 2011. Commissioner Dota seconded the motion. Chairperson White acknowledged the motion and its second and asked for discussion. Chairperson White acknowledged the motion and its second and asked all in favor of the motion as amended to vote aye. Voting aye were Commissioners Bellucci, Dota, and White. Chairperson White declared the motion carried and the minutes accepted.

### ➤ 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 Bellucci seconded the motion. The Executive Director distributed and explained the detail spreadsheet relative to the American Express bill included in Exhibit I. 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, Horelick and White. Chairperson White declared the motion carried and the Bills approved for payment as presented.

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Discussion followed and Attorney Stamos recommended not to charge the administrative burden, instead, if a dish is improperly installed then the resident is financially responsible to restore the property back to its original condition prior to the installation.

After some further brief discussion, Commissioner Bellucci motioned to adopt the changes to the Satellite Dish Policy as presented with the addition if a Satellite Dish has been installed on the roof or otherwise without the Seymour Housing Authority's permission, then the resident is financially responsible to restore the property back to its original condition. Commissioner Dota 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, Horelick and White. Chairperson White declared the motion carried.

## ➤ Any Other Business

The Executive Director updated the Commission about progress with Comcast relative to rate increases and installation of the data boxes. He stated that this matter has still not been finalized, however the majority of residents now have the data boxes. He stated that he expects to meet with representatives from Comcast in the next few weeks to resolve.

Commissioner Bellucci asked about the Lawn Care contractor. He stated that week whacking and vegetation control is not being done. The Executive Director commented that these services are not included in the weekly lawn care. He stated that these services are additional services that must be ordered from the contractor on an as needed basis. These items are not automatically done on a weekly basis.

Chairperson White asked about the Seymour Housing Authority's red pickup truck. The Executive Director responded that he is waiting for the Title to the vehicle. He stated that he would then arrange for its pick up.

Commissioner Dota asked about how long is the wait on the Moderate Rental waiting list. The Executive Director stated that the two bedroom list is about 5 yrs long and the 3 bedroom is about 1 ½ years long. He stated that the waiting list is considered full enough to close when you have more than 2 times the number of applicants than you have units. He stated that closing the waiting list requires a great deal of publication. He commented that he is going forward with the web site development for Seymour Housing and once this complete, that he can publish the close of the two bedroom list.

## ➤ Adjournment

Chairperson White asked for a motion to adjourn the 898th meeting of the Seymour Housing Authority. At 6:22 P.M. Commissioner Bellucci motioned to adjourn the 898th Meeting of the Seymour Housing Authority. Commissioner Dota seconded the motion. Chairperson White acknowledged the motion and its second and asked all those in favor

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A review of the Communications followed. The Executive Director discussed the letter from HUD regarding the ROSS Grant. The Grant application was rejected because HUD said we missed a deadline for paper work. The Executive Director showed the Board the form HUD said they were missing. He stated that he believes this was submitted by mail. He commented that he has not proof it was sent out, but HUD did not receive this document. He stated all that was required on the document was a signature. He stated that HUD had the document with the correct information on it and as a matter of procedure, rejected the application. The Executive Director informed the Commission that this grant application was for the 2010 round of funding. He stated that another opportunity to apply for 2011 funds was due July 13. He stated that we are res-submitting the application for the 2011 round.

The Executive Director also explained the letter from the Census Bureau about follow up to the 2010 census. He stated that they were in Callahan House and it caused a security problem and questions followed about their legitimacy. The Executive Director stated that Officer Sergio Desiderato resolved the matter and was able to identify the individuals as having legitimate reasons for being at the Callahan House.

## ➤ Executive Director's Report

See Attached Exhibit II

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

## ➤ Old Business

None

## ➤ New Business

Chairperson White introduced revisions to the Satellite Dish Policy.

The Executive Director explained the proposed changes in the Satellite Dish Policy (See Exhibit III). He stated that it was the intent of these changes to clearly communicate the Seymour Housing Authority's position regarding placement of satellite dishes on the roofs. He commented most times when a resident desires a satellite dish that Seymour Housing does not find out until the installer is on site and ready to install. He commented that roof leaks have occurred from installation on the roof tops. He described the changes that provided an incentive for residents to have the dishes mounted on a pole in the yard. He stated that he recently learned that in some cases, the only place the dish will be able to be installed is on a roof because of the tree lines behind the units on upper Chamberlin Rd. He commented that the Policy states that residents are supposed to provide a 30 day notice of the intent to install a satellite dish. He commented that in the event that this notice is not given and the installation becomes an urgent matter, that we charge the resident an emergency charge of \$60 for the administrative burden.

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by voting aye. Voting aye were Commissioners Bellucci, Dota, Horelick and White. Chairperson White declared the motion carried and the 898th Meeting, a Regular Meeting, duly adjourned.

Submitted by:

A handwritten signature in dark ink, appearing to read "David J. Keyser", with a long horizontal flourish extending to the right.

David J. Keyser, Secretary and  
Executive Director