

# HOUSING AUTHORITY OF THE TOWN OF PLYMOUTH

30 Ronald Rd. - Gosinski Park – Community Room, Terryville, CT. 06786

## AGENDA - SPECIAL MEETING 6:00 PM,- Wednesday - November 29, 2017

1. Call to order, Roll Call & Pledge of Allegiance & Invocation – VKlimas, Chairperson.
2. Review and approve Minutes: 9/18/17 Regular Meeting Minutes.
3. CHFA Site Visit/management review and Unit Observation, 11/16/2017:  
“... In accordance with the CHFA Site Visit/management Review protocol, the subject property site and units observed appeared to be in decent, safe and sanitary condition, and in good repair. ..”, Vinnie Klimas, Chairperson and Theresa Schremmer, PHM, Executive Director. See attached CHFA email.
4. Public comments. Ms. Katie Rutkowski’s Thank you note, Vinnie Klimas, Chairperson.
5. Management Reports – Theresa Schremmer, DPM, Executive Director’s Monthly Report; Matt Fontaine, CPA. Demarco Co., – Financials; Mike LeBlond, Supervisor of Maintenance Work Orders.
6. Committee Reports:
  - Finance Committee Monthly Report; meet at 5:00 pm and then discuss and vote upon at the 6pm special meeting: approve October’s Monthly Financials & Annual Budget -2018 for the State and ourselves - vote is required for the State CHFA.- Vinnie Klimas, Chairperson/Interim Treasurer; & Matt Fontaine, CPA.
  - Personnel and Management/Executive Committee – Vinnie Klimas, Chairperson. Review and vote upon Draft Executive Director’s Job Description; Discussions of: lawsuit by Tim Bobroske, Property Management Co.; discussion of resident Payment Plan; permanent ADA Coordinator and Corporate Compliance Officer. Motion to go into Executive Session to discuss any item for the Personnel Committee Agenda items. Action, as may be necessary, from Executive Session
  - Resident and Human Relations – Heidi Caron, RN, Chairperson, review, discuss, and hopefully approve draft “Tenant Internet Computer Use Policy. “
  - Physical Plant – Harold Sturgeon, Chairperson, Discussion of the 350 Ford, one ton pick-up truck, with snow plow and sander. Purchase sand/salt from the Town. New Snow blower discussion.
7. November 22, Wednesday - Thanksgiving Meal was a huge success!
8. Question for next years’ Annual Schedule, Does the third Monday evening at 6PM work for everyone? Committee Chairpersons please submit your next years’ Regular meetings Schedule to me within the next 3 weeks.
9. Next Regular Meeting December 18, 2017, 6:00PM, Community Room, Gosinki Park.
10. Adjournment. Respectfully Submitted: Vinnie Klimas, Chairperson

PLYMOUTH, CT  
TOWN CLERK'S OFFICE  
RECEIVED FOR RECORD

17 NOV 27 AM 8:40

*Madeline A. Paskwell*  
TOWN CLERK

*Vinnie Klimas*  
11/27/17