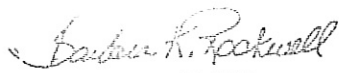


16 OCT 11 AM 11:01 **Housing Authority of the Town of Plymouth**


TOWN CLERK

9/19/2016 Regular Meeting Minutes

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

Board Members Attending: Mr. Klimas, Chairperson; Mr. Sturgeon, Vice–Chairperson; Mr. Drozdick, Treasurer; Ms. Caron, Chairperson Resident and Human relations Committee; Ms. Reese, Resident Member, and Secretary.

Others Attending [non-voting]: 12 Residents, Matt Fontaine, CPA- Demarco Property Management.

Mr. Klimas called the meeting to order at about 6:05 PM; roll call taken, the Pledge of Allegiance recited by all; and recited the following Invocation: “ God Bless America, the town of Plymouth and everyone at Gosinski Park.” Mr. Klimas asked to amend the Agenda to correct the date of 8/14/2016 to “8/15/2016” in #4 Item and to add to that item “8/15/2016 Finance Committee Meeting Minutes.” Mr. Klimas made the motion and Ms. Caron Seconded it, vote taken, and was unanimously approved by all Board members.

Mr. Klimas also reviewed a September 9, 2016 Letter from Dave Merchant, Mayor regarding the re-appointment of Heidi Caron to the Housing Authority of the Town of Plymouth. Her term expires on August 31, 2021. Congratulations to her re-appointment.

Public Comments: Several members voiced their concern that there was a meeting that was not posted by the Board. Mr. Klimas stated that all Board meetings are posted on the Bulletin Board, at the Town Hall, and recently on the Town’s website, though there has been some start-up problems for the website. Ms. Caron stated she had emailed the Resident and Human Relations Committee Agenda to the Office but Karen was unable to open it thus the Agenda for the Committee was not posted but should have been. So a software issue prevented the posting but it was an inadvertent error. We apologize and will do everything to assure that does not happen again.

The Following Board Minutes were distributed, moved and seconded, and unanimously voted and approved by the Board:

1. 8/15/2016 Finance Committee Meeting.
2. 8/15/2016 Regular Board meeting.
3. 8/17/2016 Minutes, Public Hearing - Special Meeting.
4. 8/31/2016 Personnel and Management Meeting.

Committee Reports:

1. Finance Committee: Mr. Drozdick distributed August/2016; YTD Financials and stated everything is nearly right on target. Income = + \$207,045 vs Expenses = (\$208,483) = (\$1,439). Mr. Fontaine, CPA, confirmed.
2. Resident and Human Relations Committee: Ms. Caron's committee has met and they are addressing their concerns. There is one Resident Insurance Claim that is being processed. Heidi reviewed her:
 - Received \$2,000 computer grant from Thomaston Savings Bank! Training will occur for the residents.
 - July 7, 2016 Meeting: 3 residents attended; concerns about repairs, Human services grocery bag program, and the 2016 holiday program.
 - September 9, 2016 meeting: 8 residents attended; concerns = repairs not completed, disrespectful neighbors; not picking up after pets; residents should contact property Management Co. for repairs; monthly bingo discussed; food program problems.
 - Next meeting is October 21, 2016 2 PM – Community Room.
3. Physical Plant Committee: Mr. Sturgeon reminded everyone to submit their maintenance needs in writing as a work order and suggested to keep a copy of their request to the property management office.
4. Personnel and management Committee: Mr. Klimas stated they met once as per Minutes described and plan to meet at least three times per year and as necessary.
5. Research project on Payment in Lieu of taxes. Mr. Klimas distributed a 14 page report that described the past two out-of-date 1969 and the 1973 "Cooperation Agreement for Housing for the elderly between the Housing Authority and the Town of Plymouth." Also included was a 1985 Eli Terry agreement. Also a copy of "Town's Charter 15-21 Plymouth Code, Low and Moderate Income Housing Tax Abatement" section that he believes should be part of a up-dated Agreement. He continues to work on this item.

Demarco September 7, 2016 Monthly Property Report. Mr. Fontaine, CPA distributed and discussed the report:

1. J.D. Amelia re-inspections passed.
2. Increased monthly Outreach Letters.
3. 100% occupied! Kudos to all!
4. Preparing for heating units start up.
5. 33 work orders processed and straightened up the flag poll.
6. Monthly visit from Human Services last Wednesday of the month = going well.
7. Routine Work Order Log distributed.

Mr. Klimas distributed his 9/17/2016 comments to the draft Pet Policy Agreement. His comments included issues;

- Pet deposits too high?
- Terminology.
- Insurances requirements?
- ADA cross references.
- Specific animals not allowed.
- Annual signatures.

Mr. Klimas, Chairperson referred the draft pet Policy to the Resident and human relations Committee for comments. Ms. Caron accepted the task and will report back their comments.

Mr. Klimas brought us up-to-date on the potential purchase of 2 Field Street.

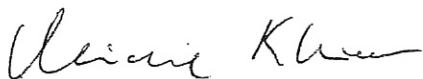
- Public hearing was held on August 17 [see minutes for details] and the majority of the residents attending lent their support to the project.
- Planning and Zoning approved the potential purchase of the property. Copies of the two 9/19/2016 letters from the Director of Planning and Economic development were distributed.
- We are pursuing a credit line from Thomaston Savings Bank to purchase 2 Field Street.
- With that credit line we will attempt to purchase the property via the "Auction.com" website the property will be bid on.

Mr. Klimas mentioned Peter Hance will bring us up-to-date at the Annual meeting. Mr. Klimas mentioned that housekeeping items to amend the Bylaws will be distributed at the next regular meeting.

Mr. Klimas, reminded everyone that the Board's Annual meeting – Ice Cream Social will be held September 28, 2016, 6PM, Gosinski Park, 30 Ronald Rd., Terryville, CT.

Everyone approved adjourning the meeting at about 7:45 PM.

Respectfully Recorded:



Vinnie Klimas, Chairperson

Respectfully Reviewed, Approved, and Submitted:



Beth Reese, Secretary

16 OCT 11 AM 11:02

HOUSING AUTHORITY OF THE TOWN OF PLYMOUTH

SPECIAL MEETING MINUTES 9/21/2016;

Barbara K. Rockwell
TOWN CLERK

GOSINSKI PARK - OFFICE, 30 RONALD RD., TERRYVILLE, CT. 06786

Members in attendance: Mr. Klimas, Mr. Sturgeon, and Ms. Caron = a quorum.

Mr. Klimas called the meeting to order at 4:30 PM and the roll call was taken per above attendance. Due to reasons that we are going to discuss financial negotiations: of purchasing 2 Field Street and resolving an insurance claim it was voted upon to hold this meeting in Executive Session. Mr. Klimas moved for Executive Session and Mr. Sturgeon seconded the motion, a vote was taken and all three members approved to go into Executive Session. After an hour of discussing everyone agreed to conclude the executive session.

Next during the re-opened meeting the three Board members voted upon and agreed to the two part Motion of:

- Pursue the potential purchase via the Auction.com bidding process of 2 Field Street within the financial credit line parameters as approved by Thomaston Savings Bank and to use our credit card for bidding access to Auction.com.
- Additionally everyone agreed to continue to pursue the hopeful successful resolution of the ADA insurance claim by our insurance carrier; and pay for any minor bills that can be specifically documented the claimant has incurred until a hopeful resolution is achieved.

The meeting adjourned at approximately 6PM.

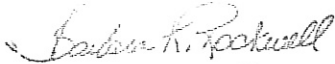
Respectfully Submitted:

Vinnie Klimas

Vinnie Klimas, Chairperson

16 OCT 11 AM 11:02 HOUSING AUTHORITY OF THE TOWN OF PLYMOUTH

SPECIAL MEETING MINUTES 9/26/2016;


TOWN CLERK

GOSINSKI PARK - OFFICE, 30 RONALD RD., TERRYVILLE, CT. 06786

Members in attendance: Mr. Klimas, Ms. Caron, Ms. Reese = a quorum.

Mr. Klimas called the meeting to order at 4:30 PM and the roll call was taken per above attendance. Due to reasons that we are going to discuss financial negotiations: of purchasing 2 Field Street and resolving an insurance claim it was voted upon to hold this meeting in Executive Session. Mr. Klimas moved for Executive Session and Ms. Caron seconded the motion, a vote was taken and all three members approved to go into Executive Session. After an hour of discussing everyone agreed to conclude the executive session.

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- Additionally everyone agreed to continue to pursue the hopeful successful resolution of the ADA insurance claim by our insurance carrier; and pay for any minor bills that can be specifically documented the claimant has incurred until a hopeful resolution is achieved.

The meeting adjourned at approximately 6PM.

Respectfully Submitted:



Vinnie Klimas, Chairperson