

16 OCT 24 PM 4:05

**HOUSING AUTHORITY OF THE TOWN OF PLYMOUTH**

**Gosinski Park – Community Room, 30 Ronald Rd., Terryville, Ct. 06786**

*Brandon N. Hookwell*  
TOWN CLERK

**Minutes – Regular meeting – October 17, 2016, 6:05PM.**

Attending: Vinnie Klimas, Chairperson; Mike Drozdick, Treasurer; and Beth Reese, Secretary and resident member. [Ms. Caron called in ill and Mr. Sturgeon called in he had a family emergency.]

18 Residents attended and Matt Fontaine, CPA, Comptroller and Karen Kaczinski, Property Manager Representatives also attended.

Mr. Klimas, called the meeting to order at 6:05 PM; took Roll Call; all recited the Pledge of Allegiance; and he recited an Invocation of God "Bless America, the town of Plymouth and everyone at Gosinski Park."

Mr. Klimas made a motion to add the following two items to the agenda:

1. Nov. 8 the Ballot Question #3.
2. Discussion of State Emergency Renovation Funds.

All three members voted to approve the addition of the two items to the Agenda.

The following minutes were distributed and approved by the majority of votes:

1. 9/19/16. Regular Meeting.
2. 9/21/16, Special Meeting.
3. 9/26/16, Special Meeting.
4. 9/28/16, Annual meeting- Ice Cream Social.

Public Comments was next on the Agenda:

- Crystal Doyle voiced her opinion that security needs to be addressed because she acquired a restraining order against another tenant. She was also concerned about the Maintenance person position. Mr. Klimas responded stating that he along with Heidi Caron they have met with the Plymouth Chief of Police and Deputy Chief to discuss security needs and will

continue to do so to enhance a Community Police Program with Gosinki Park residents. Presently the police respond to any calls and the Police Dog and officer will be performing a demonstration later this month with the residents and the Resident and Human Relations Committee. Mr. Klimas added he is working on updating a Cooperative Agreement with the Town which includes the Police Dept. and all town services which hasn't been updated since 1973. She also wanted to know about the status of the Maintenance person.

- Katie Rutkowski thanked everyone for resolving her ADA related insurance claim. She also discussed cable problems and Mr. Klimas stated for her to place her concern into a Work Order, sign it, date it and keep a copy of it so that everyone can track the Work Order completion.

#### Committee Reports:

- Finance – Mike Drozdick, Treasurer. Distributed and discussed the Sept. 2016 YTD Financials. Overall we are right on target: + \$235,405 Revenue – [\$235,942] = [\$537]. Being full surely helps the overall budget.
- 2 Field Street Project- Vinnie Klimas, Chairperson. We did bid twice for the project = \$85,000 once and \$90,000 the second time but we did not win the bid. It appears that no one won the two bids thus the project is in limbo and we will have an update next meeting.
- Major renovations – meeting with state officials. Mr. Klimas distributed a sealed DRAFT report to the Commissioners and he mentioned the when the report is finalized that final copy will be available to everyone which will be distributed to all and the State. Mr. Klimas mentioned we will need to vote on a final draft so please get back to him with your comments.
- The ADA Insurance claim is settled and finalized.
- Mr. Klimas is beginning initial updating work on the Cooperative Agreement with the town.
- State Emergency Funds. After discussion it was moved by Mr. Klimas and seconded by Mr. Drozdick and Mrs. Reese also approved to:

"Approve spending up to \$5000 from line Item 2830.04 Appropriated R/E for R,M, & R for Emergency Fund State request for:

1. Updated Fire detection and alarm System.
2. Electrical wiring upgrades.
3. ADA Community Room Bathroom upgrades."

- Mr. Klimas reminded everyone to vote on the Nov. 8, 2016 Presidential election and please remember to vote on Question #3 which in part is for the Housing Authority's Commissioners terms to be in synch with the state law.

DeMarco Property Management Report by Karen and Matt:

- Revised draft Pet Policies and Agreement was distributed by Karen. The Resident and Human relations Committee will review and recommend to the Board for appropriate action at their next meeting.
- Draft CHFA required "Projected Annual Operating Budget' was distributed and discussed by Matt. Finalized one needs to be in by end of November. Capital projects need to be identified to the degree possible. November 7, 2PM will be Finance Committee meeting to construct final draft Budget to be voted upon at the November 21 Regular Meeting Board Meeting. Matt agreed the P/L Statement is on target.
- 1 vacancy to be filled from waiting list.

Mr. Klimas distributed and briefly discussed a 10/17/2016 "Revisions to Bylaws" memo. 4 items need to be voted upon at the Authority's next regular meeting. Mr. Klimas reminded everyone that the next regular Meeting is November 21, 2016, 6PM Community Room, Gosinski Park, 30 Ronald Rd., Terryville, Ct. 06786. It was moved and accepted to adjourn the meeting at 7:20PM.

Recorder, Vinnie Klimas, Chairperson:



Secretary's review and signature, Beth Reese: