

Town of Plymouth Housing Authority

MINUTES – April 17, 2016 – MINUTES

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The regular meeting of the Town of Plymouth Housing Authority was called to order at 6:05 p.m. by Chairman Vincent Klimas in the community hall at Gosinski Park. The pledge was recited and the roll was called. Commission Members present were:

Heidi Caron	Vin Klimas	Mike Drozdick	Harold Sturgeon	Beth Reese
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Guests-

Several Residents of Gosinski Park, other guests and Town Council members Sue Murawski and Dan Gentile.

Secretary's Minutes

Beth Reese

Minutes of March 21, 2016 - Vin wants mins corrected. Pg. 2 correct RFP process. Put complete motion in mins. "To approve Blake Construction Company and 1-6 on Vin's notes. Also, retainer was approved. Pg 2 terms of members... insert term dates. Heidi 8/2016, Drozdick 8/2017 Harold 8/Motion by Vinny. Passed. Dumpster was approved. Second by Heidi. Dumpster was about \$525. First dump is free. 30 yd dumpster. THS students are willing to help with cleanup. Motion by Vin to approve the dumpster second by Heidi. Passed. **Motion to approve minutes as corrected by V. Klimas second by Mike. Motion passed.**

Public Comments

➤ Bob unit 25—

heaters need to be serviced. Been here two years no one has touched this. This repair just might help out with efficiency. Vin states yearly maint will be performed from now on. Matt Fontain (DeMarco) states that lower rates that other companies expire after time. Eversource is 9.9 per kilo hr. Other co's might be less. Beth suggests people ask if it's a variable or fixed rate if you are looking to try someone else.

➤ Kate –

states some places limit size of service dog. Vin states it's an ADA issue and he will look into it. A neighbor of hers has a "feel good" dog. She says this isn't a service dog. Also with the lottery the last 5 that came in were alcoholics. This needs to be looked into. Another resident agrees with Kate. She once was asked by a (drunken)resident to have a drink and/or go in his apt. He also fell in parking lot. Ambulance was called and came to take him away. He was in unit 17. Moved out a couple of weeks ago.

Sherrie, prop mgr.—explains admissions process. No discrimination.

➤ Another resident states – "we" have to take in anyone who is qualified. Been hard to screen out drunks. Sherrie states there are certain questions the applicants have to answer but drug screening or alcohol screening can be done. This is a 3rd party comp they use. Tenants are worried about thefts.

Heidi asks if there is something in the lease that would help with all of this. Sherrie states as a landlord there are only two rights, 1. to collect your rent 2. Renew or terminate lease. In resident hand book it mentions about how to act properly outside in public view. Inside your unit you can do whatever you want.

➤ George –

Mentions that the commission and the residents should know any DeMarco workers on the property. Sherri says the DeMarco workers will be wearing a blue shirt that says Demarco. No name badges. Karen is the new prop mgr.

➤ Sherrie –

states that if anything happens after normal working hours please call. The answering service is always working and is checked often daily. Residents are encourage to call the police if something seems especially urgent.

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➤ Avis –

wants to know if someone could be in the office daily. Vin states this is being discussed.

Monthly Financial Report

Mike Drozdick and Matt Fontaine, CPA Comptroller for DeMarco.

- ❖ Matt's report is passed out to commission and residents and discussed. Unit vacancy will go down monthly till only two (or less) are vacant at the end of the year. All four units should be done in two to three weeks.
- ❖ Mike – states he wasn't involved with the preparation of this presentation. Would like to be a part of it in the future. Matt states he will include Mike next time. Matt says the last 3 mos were the best and expenditures/income are where they should be. Occupancy is up so everything is headed in the right direction. Snow removal was down this year so a little extra funds are left. Next year will be budgeted for almost the same as this year. This needs to be the same each year no matter what the weather. Summer landscaping will pretty much be the same each year. Matt uses an 11 to 13 storm average cost for each year in the winter to figure winter cost.
- ❖ Vin - says proper financial management is key to this place. **Harold motions to accept the financial statement report as presented. Second by Vin. Passed.**

Property Management Report

Sherrie Garner

- ✦ Introduces *Karen Kaczinski* the new property manager and with DeMarco. She has 20 yrs experience.
- ✦ *Karen* - says she has started to meet with the residents and is here to help. Has her door open all the time for anything. Please come to visit, lodge a complaint or if you have any questions. Ron Eldren is a maintenance person for Gosinski Park. Very well educated in this area. Please feel free to approach him or share info with Karen and she will talk to him. DeMarco wants to hear from residents so they can make Gosinski Park better. Please let them know!
- ✦ *Kate* (resident) would like to have a block party to get the residents out and meeting/talking to each other. This will help everyone relax and enjoy each other. She also would like to have some recreational activities also. Vin agrees and believes that is a challenge right now. He hopes to have one band here during the summer.
- ✦ *Sherry* mentions the management has encouraged the residents to use this community room. Maybe have a movie night, bingo, some kind of a social event the residents can start up without the help of the management. Everyone can get into the room at all times with their "cards".

Gosinski Park occupancy is at 92% right now. We should always keep 5 active applications. Sherri states that they did allow unit 20 to have a larger dog than usual.

Status Report of the 4 Unit Renovation Project

Harold Sturgeon

Hired Blake Construction - all 4 units are in the process of being repaired. All units have been painted and new flooring will be installed soon. Vinny gives Kudos to Harold for handling this project so well.

Up-Date Report - large scale Renovation Project x Peter Hance, v. Klimas, Chairperson

Report from USDA regarding USDA Funding, including Housing Funding. See hand out. There is no jeopardy at this time. Vinny states that he will "go after the grants till we get them".

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Resident Member - Corrected Terms Report-

Vin Klimas - Passes out a packet with explanatory text about commission member's term.

Vin recommends to the board that the time frame in question be the time mentioned on the 2014 ballot for resident Tenant Commissioner.

Motion by Vin second by Heidi to accept the report. Discussion.... Beth states she has all the info and has been in touch with DOH and they agree she is in till 2018. Beth has a letter from the mayor that the last resident term ended 2013. Beth believes she is a commissioner till 2018. State law states term for housing is 5 years. More discussion... Vin doesn't believe she is in till then. He is going by what information he has gathered from town hall, Gosinski computer records and now more info from Beth. He says the ballot he has seen from 2014 stated residents were voting for resident for a 3 year term. So Beth's term should be up in 2017.

Public input—questions about their information given after the fact. Vin interjects that residents have the right to recall a board member. Another member thought the town council appointed the resident member. Years ago Bob Nelson was elected by residents. His term ended in 2013 (possibly when he died).

Harold motions to table this issue till we get in touch with the Parks attorney. He would like the board to keep their word with the residents. **Second by Vinny. Motion to table passes.**

Up Dated Residents Grievances

Heidi Caron

Landscaping needs. Still on hold right now.

Problems with cars being damaged due to road conditions around the park.

THS students will help clean up on a weekend.

A town resident has a patio umbrella with stand to donate to us.

A resident called on weekend concerning plumbing issue. No use of some toilets all weekend. Not good.

Tells DeMarco. Karen says that was not exactly correct. Called plumber who said things were workable but needed lines drained. Unit 26 or 27 had an issue and had drains snaked but that didn't help. She called Roto-router but they needed more verification of payment to come. Ron called Tim (maint) to see if

he knew anyone, nope. But toilet still didn't flush. Only if peed in. Lots of searching for plumbing help. Resident says he was OK as long as he could pee in it. In the long run it was all taken care of by the time

DeMarco got plumbers and Roto-router came out. Now we have to pay them for just looking. Vin states it all got fixed and we will deal with it differently if there is a next time. Residents need to know they MUST contact DeMarco with any issues and wait for them to correct them.

May 1st Thomaston Savings Bank grant comes out. Heidi would like to apply and if wins it she would like to get a computer station for the community room. This would make a computer available to all residents all the time.

Old Business/New Business

Nothing at this time.

Motion to adjourn by Mike second by Beth. Motion passed.

Next meeting May 16, 2016

Submitted by,

Barbara Rockwell

Commission secretary