

HOUSING AUTHORITY OF THE TOWN OF PLYMOUTH

Gosiniki Park – Community Room – 30 Ronald Rd. – TERRYVILLE, Ct. 06786

Regular Meeting Minutes – 2/20/2017

All Members attended: VKlimas, MDrozdick, BReese, HSturgeon, and HCaron. Others Attending [non-voting]: MFontaine and KKaczenski, DeMarco Property. Management representatives and 2 residents.

Mr. Klimas, Chairperson called the meeting to order at about 6:00 PM. Everyone recited the Pledge of Allegiance and the Chairperson recited the Invocation of "God Bless America, Plymouth, and everyone at Gosinski Park." The 1.30.2017 Special meeting minutes were motioned for approval by MDrozdick and seconded by VKlimas, and were approved by all with one spelling correction of "AGRREMENT" to read "AGREEMENT" on page 3. The three meeting ANNUAL 2017 SCHEDULE OF REGULAR MEETINGS for the Personnel and Management Committee was distributed.

Public Comment. Crystal Doyle expressed her concerns regarding problems with snow removal. Others discussed their wish to start up Bingo. Both topics are to be discussed at HCaron's Resident and Human Relations Committee Agenda item.

Committee Reports:

- Finance Committee & Jan., 2017 Financials. The 3 page Financials were presented by Mike Drozdick, Treasurer; along with input from Matt Fontaine, CPA, DeMarco Management. January was positive and in the black.

January – 2017:
 + \$27,545 Revenue
 - \$22,997 Expenses

 \$4,547 Net Income

- DeMarco Administrative Report. Karen discussed the following points
 1. Four Unit Inspections were are scheduled.
 2. 4 people on the waiting list.

PLYMOUTH, CT
 TOWN CLERK'S OFFICE
 RECEIVED FOR RECORD
 17 FEB 27 PM 5:00
 TOWN CLERK
Brandon A. [Signature]

3. Letters were sent out to market the facility.
 4. 95% occupied, 3 vacancies.
 5. **July recertification for J.D. Amelia and residents MUST be hand back to the office no later than March 10, 2017.**
 6. Parking remains a problem and hopefully will be resolved with the new snow removal Policy.
 7. Ice melt has been distributed.
 8. Storm doors are being replaced.
 9. CW continues to serve food to residents at noontime.
 10. Work Order sheet distributed. Mr. Klimas mentioned the very small in scope WO listed for the 3 week period. Karen mentioned a new more detailed time sheet is being implemented.
- Due to the realtors waiting at 2 Field Street that tour by all took place at 6:30PM to review the renovations completed by the new owners. The tour took about 20 minutes. The Authority upon return adjourned into Executive Session to discuss the potential negotiations for 2 Field Street. The Executive Session was moved by VKlimas and seconded by BReese and voted yes by all members. The Authority moved to come out of executive session which was moved by VKlimas and seconded by HSturgeon and voted yes by all members. After discussion regarding the \$250,000 asking price by the real estate flippers it was unanimously agreed to that that price was way out of our range and that amount could become a white elephant for the Authority. BReese moved and Hsturgeon seconded the following Motion: “To stop all efforts in pursuing 2 field street because the asking price was out of our financial parameters.” All members voted yes to approve the Motion.
 - Resident and Human Relations Committee. Heidi Caron, Chairperson distributed and discussed the 2/17/2017, “Snow Removal Policy.” The draft policy was discussed, revised, and approved by the Resident Committee. After discussion of the Policy by the Authority, Heidi Caron moved and Beth Reese seconded for the Authority to approve the draft Policy and with one small revision of adding “... are subject..” to tow..’ in the 6th bulleted item to

the Policy the Authority uananimously approved the new "Snow Removal policy." Mr. Klimas thanked Heidi, Beth, and the Committee for their excellent efforts on the Policy.

Heidi and everyone discussed the small in scope problems with the 24/7 emergency call system. While the system worked the majority of the time their were isolated occasions that the system goes directly into a message system. Karen stated she will perform some education to all regarding the system. Mr. Klimas stated he will work with DeMarco to try and work out the isolated wrinkles in the system.

- Physical Plant. Harold Sturgeon, Physical Plant Chairperson brought everyone up to date regarding the mold remediation project. Most of the mold remediation project has been completed. The damage storm door replacement project is under way and several of the damaged doors have been replaced. 3 coats of painting and replace the cove molding was approved for unit 35 for \$1450 was approved. Discussion evolved regarding dead bolt locks for improved security as raised by the residents. A public RFP will be developed and advertised for the dead bolts by the next meeting.
- Personnel and management/Executive Committee. Mr. Klimas distributed and discussed a 2.20.2017 "Bristol Housing Authority- Mutual Aid and Assistance Agreement Memo." He mentioned the Committee visited Bristol who has over 700 units and who have operating housing for over 70 years. Bristol could provide Board training, operational assistance, financial loans, etc. After substantial discussion VKlimas moved and Heidi Caron seconded the following Motion:

"The Housing Authority of the Town of Plymouth authorizes the Chairperson and the Executive Committee to meet and discuss with the Bristol housing authority to develop a draft Mutual Aid and Assistance Agreement. Any and all such draft Agreements must be fully reviewed, voted upon, and approved by the entire Housing Authority of the Town of Plymouth before the Agreement could be implemented."

Everyone voted yes to the Motion.

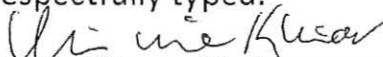
- The status of the lawsuit is that our lawyer is processing technical items regarding the lawsuit.
- Mr. Hance was unable to attend thus no status report on the major renovations was presented.
- Mr. Klimas distributed and discussed a 2.20.2017 Memo to the Authority entitled: "Resolution on Outreach Services to Gosinski Park." Please refer to the entire memo but its Conclusion in part reads:

"... In conclusion, The Housing authority of the Town of Plymouth respectfully requests the human Services Commission and the mayor: to immediately reverse the Director's position to abandon the outreach services to the elderly and physically challenged citizens at Gosink park and to assure the once a month outreach human services provided to our elderly and physically challenged residents at Gosiniki park be steadfastly continued. ..."

VKlimas made the Motion to approve the entire memo, Heidi Caron seconded the Motion and all the Board members voted to approve the Resolution.

- Mr. Klimas continues to work on the Workmans comp x small contracts..
 - Mr. Klimas distributed "2017 Plan of Action – Annual Goals and Objectives." It requests everyone 's input to submit any goal and objective that we could place into an annual plan. Please submit your response back to Mr. Klimas by march 31, 2017.
 - The next meeting is march 20, 2017 at 6PM at Gosink Park.
 - The meeting was unanimously approved to adjourn at 9:52PM.
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Respectfully typed:


Vinnie Klimas, Chairperson

2/29/17

Respectfully approved:

Beth Reese, Secretary and Resident Elected Member
