

HOUSING AUTHORITY OF THE TOWN OF PLYMOUTH

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

March 17, 2017 – AGENDA- Special Meeting Minutes, 5PM

Personnel and Management Committee

Voting members attending: VKlimas, HSturgeon, & Heidi Caron.

Others Attending: 2 Residents and Mike Wrona, Esq. Board's Attorney.

The Committee distributed, reviewed, and discussed, the March, 2017 Architect's Contract for major renovations from AIA, Tom Acara. Mike Wrona, Esq., stated the AIA Standard Form Agreement was legally sufficiency. Mike highlighted Article 5 Owner's Responsibilities and Article 12 Special Terms and Conditions. VKlimas moved and HSturgeon seconded the motion "to approve the contract and submit it to the entire board for their approval" and the motion was unanimously approved.

VKlimas moved to go into Executive Session to discuss a personnel complaint and RFP professional standards issue and HCaron seconded, and the Motion was unanimously accepted. The committee reorganized and it was motioned to come out of Executive Session by VKlimas, seconded by HCaron and unanimously approved to come out of Executive Session. No actions taken.

Last on the Agenda was the discussion of staffing patterns. First discussion revolved around increasing the Property Managers [Karen] hours on site and revert back to at least the three days a week per the original staffing. HSturgeon emphasized it is impossible for any

Heidi Caron
TOWN CLERK

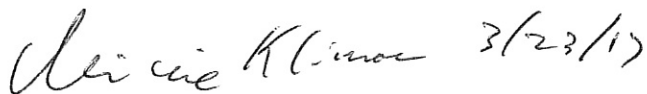
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manager to perform the necessary property manager's work on just two days a week; thus, we need Karen the property manager back to at least three days a week if not more hours per week. HSturgeon moved and VKlimas seconded and it was unanimously approved to submit that request "to revert back to the original three days a week staffing for the property manager to the Board and then to DeMarco." There was a detailed discussion about the maintenance position options and Cheshire model of services delivery system. VKlimas stressed that DeMarco has been excellent in assisting the authority during its difficult and problematic timeframe but now we are coming out of that period it was time for us to consider bringing back the Authority's direct control over the maintenance position. After an extensive discussion of the pros and cons of doing such VKlimas motioned and HCaron seconded to 'bring back the Maintenance position of 40 hours a week or various part time configurations of the 40 hours back under the Authority's direct control" and that motion was unanimously approved.

The meeting adjourned at approximately 6:15pm.

Respectfully Submitted:

 3/23/17

Vinnie Klimas

Chairperson and Committee Chairperson