

HOUSING AUTHORITY OF THE TOWN OF PLYMOUTH

AGENDA TUESDAY - REGULAR MEETING June 16, 2020, 5:30 PM

x VIRTUAL ZOOM MEETING (*see below for Zoom Details)

1. Call to order the Regular Monthly Meeting, Roll Call & Pledge of Allegiance & Invocation – VKlimas, Chairperson.
2. VKlimas, Chairperson; Impact of coronavirus on Housing Authority public meetings:
 - A. Due to the coronavirus restrictions there were NO regular public meetings for March, April, and most of May, 2020. Please see attached Mayor's March 13th, 2020 Email on Coronavirus entitled *"Cancelled!! Boards/Committee/Commission Meetings Cancelled!!"*
 - B. Please see the attached May 19, 4:11 pm Mayor's email entitled *"Boards and Commissions Meetings"* which states beginning May 20, 2020 virtual meetings can begin to be held at the Town Hall. Please read attached email for details.
3. Minutes: 2/18/2020 Regular Minutes.
4. Public comments.
5. Management 3 Month Reports: Jan Minutes: Janett Olivieri, Executive Director; and, Harold Sturgeon, Supervisor, Maintenance Work Order Log. Campus Signs are installed. Due to a FMLA the ED recommends an interim organizational change for Maintenance staffing patterns addressing a light duty with a specific 2 to 4 week period which will be evaluated on a weekly basis
6. COMMITTEE REPORTS:
 - Finance Committee – Matt Fontaine, CPA, Controller and Kathy Mackiewicz, Treasurer May - 2020 Financials. Status Tenant Files Audit has taken a lower priority with the Coronavirus restrictions. In tandem training for Executive Director for Property Manger Certification x National Association of Housing and Redevelopment Officials X \$1000 with 12 month pay back if employee leaves on her own.
 - PHYSICAL PLANT. - CT DOH HUD CDBG \$1.38 MILLION APPLICATION – ADA BUMP OUTS – VKlimas, Chairperson. The HUD Application was submitted one day ahead of scheduled deadline of March 22, 2020 2PM. DOH: HUD-CDBG Funds, After TWO Public Hearings, Town Council has unanimously approved the Mayor to sign and submit DOH 2020 HUD Small Cities CDBG Application and The Housing Authority to be the Subrecipient. Please remember the available \$15

Million CDBG Small Cities revenue stream is a very competitive process; all municipalities in Connecticut under 50,000 residents can apply and compete for the funds. Please review the attached Application. Please realize the Application itself was close to a 2,000-page Application. FYI please see Summary "Application Exhibits/Uploads Checklist."

While it is expected the CDBG decisions will be by August sometime; it would be a must more management and cost effective method to keep 5 units empty during the renovations and use the CDBG funds Tenant relocation Plan to pay for the empty unit rather than pay for a \$130/day ADA Hotel Room. {\$3,900/month Hotel ADA rental vs \$500/Month}.

- PHYSICAL PLANT. \$278,000 Pre-Development DOH Grant/loan. During the past three months about \$21,000 has been spent for the Housing Consultant, Architect, and other predevelopment CDBG Application preparation costs. We are awaiting Environmental Assessments Invoice to be presented and we project it will be \$8,000 to \$10,000. After we receive the environmental assessments invoice it is projected to be a balance of around \$60,000 Remaining Balance. Fiscal Note: there are pre-development reimbursable costs in the CDBG Application.
- Resident and Human Relations - Mike Agey, Resident Commissioner, Chairperson Resident and Human Relations Committee. We are tentatively planning the July 4 Picnic as long as we can have it outside.
- Chairperson: Three Complaints have been received and will begin to be looked at. One of the 3 Complaints deals with breaking and entering, and it is in the Police Department being investigated; one is a staff issue; the other is an exterior fencing issue. Also we have an opportunity to have a Personnel Handbook drafted for \$1,000.

7. Old/New business. Next Meeting is July 21, 2020, Tuesday, at 5:30pm at: Gosinski Park's Community Room OR if a virtual meeting at the Town Hall.

Respectfully Submitted, Vinnie Klimas, Chairperson

Vinnie Klimas, Chairperson
6/10/2020

*Topic: Information for the Virtual Zoom Housing Authority of the Town of Plymouth Meeting

Time: Jun 16, 2020 05:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/97628885949>

Meeting ID: 976 2888 5949

Password: 052724

One tap mobile

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