

**EAST WINDSOR HOUSING AUTHORITY
RESCHEDULED MEETING – MARCH 15, 2010
MINUTES**

CALL TO ORDER AND ATTENDANCE

The meeting was called to order at 7:00 p.m. by Chairman Boutin. Commissioners Lamb, LaMay and Percoski were present along with Richard Pippin, liaison to the Board of Selectman. Commissioner Legassie was not present.

ADDED AGENDA ITEMS

There were no Added Agenda items

MEETING MINUTES OF:

Rescheduled Meeting – February 17, 2010

The minutes of the rescheduled meeting of February 17, 2010 were reviewed by all Commissioners present. A motion was made by Commissioner Percoski, seconded by Commissioner Lamb to accept the minutes of February 17, 2010 as presented.

Percoski/Lamb

Unanimous

PUBLIC COMMENTS

Cindy Thibodeau, apt. 9, questioned the board as to whether or not it would be permissible to put up a fence between her apartment and her neighbors due to the amount of stuff which was accumulating in her neighbor's back yard.

Additionally, she questioned why certain people had been allowed to keep their shopping carts when others had to dispose of them.

The response from the board to these two items were that the situation would be looked into and appropriate measures taken.

BILLS AND COMMUNICATIONS

Check Register – February 17 – March 10, 2010

The check register for February 17 – March 10, 2010 was reviewed by all commissioners present and all questions answered. A motion was made by Commissioner Percoski, seconded by Commissioner LaMay to accept the check register of February 17 – March 10, 2010 as presented

Percoski/LaMay

Unanimous

Bank Reconciliation February, 2010

The Bank Reconciliation of February, 2010 was reviewed by all commissioners present and all questions answered.

REPORTS OF THE EXECUTIVE DIRECTOR/RESIDENT SERVICES COORDINATOR

I would like to thank all of the residents who attended the recent Board of Selectman meetings in February and the last one on March 2nd, in support of our request for their approval of choosing our project, over the Prospect Hill drainage project. As you are aware, they chose the drainage project. Despite our being more than ready, and supplying information to show that, we were accused of being behind schedule. At the March meeting, I informed the board, for the second time that information has been withheld from us since last Fall. We will proceed with seeking funds from other sources, as well as proceeding with the work that C L & P has begun. We also have the support of State Representative Ted Graziani, who has been out to Park Hill, and toured some of our problem apartments, and spoken to some of the residents. He is assisting us with a grant through John Larson's office.

In the coming weeks, we will be contacting all the residents regarding evaluations that the utility company will need to conduct in all of the apartments. Please try to be accommodating to allow the utility representatives to come in to assess your apartments for problem areas.

Inspections and re-certifications are continuing this month. Please try to keep your appointments for these, to help us complete our work, which needs to be done, in order for us to submit our annual budget to the state on time.

We continue to try to offer ongoing activities for our residents, but I am concerned about the low turnout for many of the activities. The parties are immensely popular, and we will continue to plan these for the residents. Since our budget does not allow for this additional expense, we do have to charge for any food and supplies needed for these events.

REPORT OF THE RESIDENT SERVICES COORDINATOR

For the month of February, I worked on creating programs for March, creating a painting pattern for the wood projects. I also stapled the newsletters and placed them in the bags for delivery and then at later dates added inserts to the bags. I spent time getting to know more residents at Park Hill and continue to familiarize myself with many programs that provide services in the area.

I purchased paper goods for the Valentine's Day Party and set up for that party. I also created a survey to get some input on what people would like to do. The survey went out during the party. After the party I calculated the results of the survey and went over them with Jennifer. It was very enlightening and will lead to new programs and activities as time is available in the future.

I made contact with several people to attend the rescheduling for the “Calm Reflexology” and regarding the SWAP meet, the latter was cancelled due to bad weather and I called people regarding the cancellation.

I did some research looking for bands to play for us at no charge to do a music social, so far have come up empty but I haven't abandoned the idea. On a similar note, I have been gathering music together to use in a sing-along as the music programs got a lot of interest in the survey. So far most of the music I have found has been Mitch Miller, but any suggestions on what I can look up would be very welcome!

In preparation for our St. Patrick's Day party, I created the tickets and a flier and spent some time looking up information on Irish dance to share while the dancers are here.

New puzzles were donated and so I found a new home for some of the puzzles that have been here and looked over for a while at a local school. They were greatly appreciated and I am sure will get lots of use.

Commission Members

Commissioner LaMay took this opportunity to express to our liaison, Richard Pippin, her displeasure over the way that we were treated at the Board of Selectman meeting on March 2nd. She told Mr. Pippin that she felt that the entire Board of Selectman were ill-prepared for our presentation and that she did not appreciate Len Norton's anger and attitude towards the Housing Authority. She also stated that in the future if we were there to do any kind of presentation that we be treated with respect and not derision.

The Chairman of the Board, Karen Boutin and the Executive Director, Jennifer DiMauro expressed similar sentiments to Mr. Pippin. They asked Mr. Pippin if he knew what the current status of the Town was with regard to STEAP funds. His answer to the question was that he was unfamiliar with the program. Ms. DiMauro explained to Mr. Pippin that STEAP provides funding directly to eligible communities for projects including drainage improvements, road work, park improvements, etc. Ms. DiMauro went on further to explain to Mr. Pippin that she had recently looked into the possibility of STEAP funding for the improvements needed at Park Hill, but learned that only towns can apply for funding and East Windsor is ineligible because the town has been deemed a distressed community by the State. Because the Town of East Windsor has been deemed a “distressed community” they cannot benefit from STEAP funding which could go as high as \$250,000 for needed projects within the Town. Ms. DiMauro then asked Mr. Pippin if the town might endeavor to change their status, enabling them to benefit from these funds; therefore, freeing up future Small Cities funds for other non-profit agencies to pursue. Ms. DiMauro also expressed to Mr. Pippin that she would like to pursue Small Cities again next year, if we were unable to procure alternate funding sources, but she also expressed her concern that we would be rejected if the town has their own priority projects in mind. Mr. Pippin wished us luck in pursuing the Small Cities grant through the Town next year.

Ms. DiMauro also added that she wished to respond to the suggestion made by Gil Hayes at the Board of Selectman meeting held on March 2nd. His suggestion was

that the Housing Authority apply for a “home equity loan” for improvements to the complex, just like a homeowner would do. Ms. DiMauro explained that Park Hill is state owned by CHFA and the Housing Authority is unable to pursue loans in this manner. Ms. DiMauro explained that the Housing Authority operates Park Hill solely on rental income. Some funds are held in reserve, but it is a limited amount and must be available for any emergencies that might arise.

REPORTS OF COMMITTEES

There were no reports of committees

POLICIES AND PROCEDURES

09-16 Tenant Parking – vehicles

After a thorough discussion of this policy among the commissioners present, a motion was made by Commissioner Percoski, seconded by Commissioner LaMay to accept Policy 09-0016 Tenant parking – vehicles in its entirety and to make it a permanent policy.

Percoski/LaMay

Unanimous

09-17 Outdoor Furniture

This proposed policy was also thoroughly discussed among the commissioners present. A motion was made by Commissioner Percoski, seconded by Commissioner Lamb to accept Policy 09-0017 Outdoor Furniture in its entirety and to make it a permanent policy.

Percoski/Lamb

Unanimous

UNFINISHED BUSINESS

a) Small Cities Grant

This was addressed in the Report of the Executive Director.

b) Space Heaters

This issue was brought up for discussion one more time. Chairman Boutin stated that she had had a discussion with the Fire Marshal Blaine Simpkins and he told her that as long as it was UL there should be no fire hazard. It was a consensus of the Commissioners present to allow the space heaters but the tenant must show proof of renters insurance or else the space heater will have to be removed.

NEW BUSINESS

The Chairman, Karen Boutin, excused herself from the meeting for the purposes of a discussion which directly affects her business.

The Executive Director, Jennifer DiMauro brought up for discussion the issue of parking, particularly handicapped parking, on the first level. It has been suggested that the dumpster on the first level be moved to the main parking lot and that the space be converted to two additional parking spaces. There was not a lot of discussion regarding this matter, and when any additional information is forth coming it will be brought to the attention of the Board.

Excessive planting of shrubs, trees, flower gardens

It has been observed that a number of residents have planted extremely large gardens; flower, vegetable, herb, which are beginning to encroach on their neighbor's yard. There was some additional discussion among the commissioners present and it was a consensus that a policy should be written up and presented to the board at the next meeting.

EXECUTIVE SESSION

- a) Pending Legal Matters – Property Acquisition**
- b) Personnel Matters/Tenant Matters**

A motion was made by Commissioner Percoski, seconded by Commissioner LaMay to go into Executive Session at 7:43 p.m. to include the Executive Director, Jennifer DiMauro and the Executive Assistant, Darlene Kelly as needed.

Percoski/LaMay

Unanimous

A motion was made by Commissioner Percoski, seconded by Commissioner LaMay to come out of Executive Session at 8:10 p.m.

Percoski/LaMay

Unanimous

No Action taken

ADJURNMENT

A motion was made by Commissioner Percoski, seconded by Commissioner Lamb to adjourn the regular meeting of the East Windsor Housing Authority at 8:15 p.m.

Percoski/Lamb

Unanimous

Respectfully submitted,

Darlene H. Kelly
Recording Secretary

