

**EAST WINDSOR HOUSING AUTHORITY REGULAR MEETING
AUGUST 16, 2023 MINUTES**

1. CALL TO ORDER AND ATTENDANCE

The meeting was called to order at 6:30 p.m. by Chairman J. Burnham, Commissioners A. Bowsza, M. Simmons, S. Tripp and M. Wyse were present.

2. MEETING MINUTES:

The minutes of the Regular Meeting of July 19, 2023 were reviewed by all Commissioners present. Commissioner Tripp made motion, 2nd by Commissioner Simmons to approve the minutes as presented. All in favor –Motion carried.

3. ADDED AGENDA ITEMS - None

4. PUBLIC COMMENT –

Jennifer Dimauro –Comments under Communications

Marie DeSousa – If tenants have concerns, there is an avenue where they can talk to management. If the tenant association has an issue and they're afraid to go to management, something is not right and for someone to speak for people who are anonymous, how do you even know if the complaints are accurate? Bed bugs can be an issue everywhere, the public water lines being connected are for fire hydrants, I've not heard the water wells at Park Hill were going to be disconnected. If the tenant association has a concern, they need to know they can go to the director or leave a note in the suggestion box.

5. FEASIBILITY STUDY – None

6. COMMUNICATIONS – Correspondence received from Jennifer Dimauro regarding various personal comments on conditions at Park Hill – Hereto attached as Attachment A

7. FINANCIAL REPORTS –

July 2023

8. REPORT OF THE BOARD OF SELECTMEN –Deputy Selectman Marie DeSousa

Marie reported they are moving forward with a playscape at Park & Rec, materials and last legal document should be done this week regarding the scout hall building, budgets are almost done, getting ready for the year-end audit.

9. REPORT OF THE TENANT ASSOCIATION –Jeanne Swicklas, President

Jeanne stated that all residents of Park Hill are members of the Tenant Association. Hereto attached as Attachment B

10. REPORT OF THE RSC

A. Monthly Report - Hereto attached as Attachment C

11. REPORT OF THE EXECUTIVE DIRECTOR – Executive Director Linda Collins
Hereto attached as Attachment D

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12. POLICIES AND PROCEDURE - None

13. UNFINISHED BUSINESS – None

14. NEW BUSINESS – None

15. PUBLIC COMMENT- None

16. SUGGESTION BOX – None

17. EXECUTIVE SESSION –

Commissioner Simmons made motion, 2nd by Commissioner Bowsza to go in to Executive Session at 7:00pm to include Linda and Marisa.

Came out of Executive Session at 7:14pm. No decisions were made in executive session.

18. ADJOURNMENT -

Motion made and duly approved to adjourn at 7:15 pm.

Respectfully submitted,

Marisa Prior

Recording Secretary

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Attachment A

1. Power Washing - Tenants have stated

Buildings were recently cleaning by an outside Contractor. Reportedly no actual power washers were used, rather a canister with a hand held sprayer containing what smelled like very strong Bleach was applied to the siding.

Tenants with respiratory conditions were upset and concerned. They expressed concern over toxic chlorine leaching into the ground water and impacting their well water. They also stated that their flowers & plantings were killed by the spray. The buildings now appear streaked in areas by the bleach.

Was this a licensed Contractor? Did anyone from staff ask what chemicals would be applied? It is also noted that prior minutes approved \$4,200 for this company. Were their other quotes? CHFA requires bid process for cost over \$1,000.00. I believe there are generally three quotes, before a Contractor is selected, a licensed insured one.

Round up - Tenants were concerned about this Herbicide was being applied to kill weeds. Round up or any toxic pesticide should not be used with well water. There is a historic lawsuit against Monsanto, the maker of this chemical, so one would question the use of it anywhere, but especially at an elderly housing site.

Wells Vs. Town Water to Park Hill

Tenants have enjoyed good quality well water at no additional cost to them since Park Hill was built. Tenants are concerned over hearing mention of a potential town water hookup. a conversion to town water would greatly increase each tenant's out of pocket cost. This water was always tested monthly by the State Board of Health and

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- Testing results posted each time on the Community Team Bulletin board with a CCR or Consumer Confidence report, that stated any abnormalities found and the corrective action that was taken. Our maint. staff annually attending water training and were required to be certified. While this was an additional cost to the HA, it was well worth it to ensure good, safe water for the residents. The wells received upgrades between 2009-2013 by Aqua Pump and this was a considerable investment in the property and in maintaining the water quality. Tests were excellent.
- The Board would be wise to ensure that this testing is maintained, that fees are trained & certified and also contact Millpond to inquire about the water usage costs of their tenants, before any action to convert to Town of East Windsor water. It is my opinion that shutting the wells down for Town water is not necessary and would be harmful to residents.
4. Bed Bug Protocol - Tenants observed an infested unit recently was being handled in an unusual manner. It was observed that a maint. person removed an infested mattress and then covered it outside. Maint. should be trained in the proper protocol for Bed Bugs, including the most important step, which is that of prepping the unit. This involves encapsulating all furniture, mattresses & clothing inside the unit with proper materials. Removing anything such as a mattress without prepping first, will permit the bugs to migrate back into the nearest crack in a building. One female carries thousands of eggs.
- Abutting units are to be notified when an infested unit is identified and those units must be inspected & treated as well to contain the spread of the bugs.

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Over the past months, tenants have been asking questions and expressing concerns over a number of issues, so I agreed to come tonight on behalf of, and at the request of the East Windsor Housing Tenant association. It is my hope and intent, to share these concerns and ask some questions of this Board and staff, to gain clarity and understanding for the tenants - the residents, regarding their home at Park Hill.

I request that my remarks, which I will read and provide a copy to you, will be entered into the minutes as read - as exactly as shared. No omissions and no redactions. If the Board is willing to respond during New Business, that would be appreciated. If not, then I respectfully request that these issues will be placed on the agenda for your September meeting.

I need to inform you, that I have already discussed these issues with Penny Fisher, asset Manager at CHFA - the entity that holds Park Hill in it's stake portfolio. I am here tonight, to share the Tenant's concerns with this Board as a courtesy.

There are four topics of immediate concern to the residents:

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Attachment B

Tenant Association Meeting Minutes
7/20/2023

Meeting called to order 10:47

Meeting closed 11:15

- Bingo a general announcement will be made that there is no talking while the numbers are being called. Also, no phones as this is very distracting while games are being called.
- Senator Blumenthal and Jason Bowsza
- To discuss the water system.
- Caroline's grant has been approved. Congratulation
- Police have been notified of speeders and fighting residents and their guests.
- The EW Housing board has approved another security camera.
- Maureen asked if we could have a shredder to come to Park Hill. This will be priced out.
- Exercising will be held on Mondays and Wednesdays at 11 am. Some of the exercising is balancing, chair yoga, and dancing. Other exercises will be considered.
- Craft and bake sale, white elephant tables and a raffle was discussed as the date is coming up soon.
- Our Treasurer, Lavern, reported that the amount of money is the same. No withdrawals have been made.

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Attachment C

Resident Services Report
East Windsor Housing Authority
August 2023

Resident Activities:

- Tenant association bi-monthly social hour and BINGO in the community hall.
- Friday evening games and Sunday Wii bowling, movies.
- Chair exercise with videos in the community hall.
- Monthly tenant association meeting and monthly director's meeting.

Community Programs:

- Five Corner Cupboard: Open weekly on Tuesday 9:00-5:30.
- Meals on Wheels/Congregate Meals East Windsor Senior Center.
- Pauline's Soup Kitchen with Wednesday and Thursday Grab N Go lunch at 12:30.
- Foodshare bi-monthly distribution at St. Catherine's Church, other times and locations posted on the Housing Authority community memo board.
- East Windsor Summer Concert Series at the Reservoir: flyers posted.
- Senior center August calendar posted to RSC community board/Dial-A-Ride information.
- August community board at RSC's office "Take-It-Down and Read It: Introduction to Health Insurance Cards—Medicare, Medicaid (Husky C), and Medicare Savings Plan (gray card).
- Detera medication disposal system. Available to residents to dispose of outdated medications safely.
- Live Well series sponsored by DPH, ADS, NCAAA sign up information: Live Well With Diabetes Telephonic Workshops posted July August.
- Bridging the Digital Divide—Collaboration of various Connecticut agencies to help older adults and adults with disabilities overcome technology barriers. I have gained a contact via email and will be following up on potential assistance for Park Hill residents.

Upcoming Services and Future Events:

- Monthly Meet and Greet—Review community programs with new tenants and current residents interested in updating themselves of services.
- Waiting on callback from scheduler for the First Choice Dental Bus planned for September.
- Working with First Choice Mobile scheduler to have medical van for podiatry care.
- Working to schedule a guest speaker from Hartford Healthcare Senior Services.
- East Windsor Senior Center to visit showcasing their services, Meals on Wheels, and Transportation scheduled for Thursday, August 10th.
- Hot Weather Bingo postponed to August 25th. An informational Bingo on heat related illnesses and prevention in older adults.

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Services and Referrals:

- DSS application assistance for SNAP renewals and applications, MSP, “Spend-Downs”, Medicaid.
- Connecticut Home Care Program for Elders: Referral and application process for Medicaid and state funded waivers of 9% cost sharing for those who qualify over age 65 for homecare needs. The goal is to keep older adults aging in place and limiting long term care placement. Routinely assist residents with the application and paperwork process, communicate with DSS and CCC caseworkers when needed to expedite programming.
- Renter’s Rebate program assistance as needed (paperwork retrieval/organization and submissions)/communicate with East Windsor Social Services.
- Transportation assistance—scheduling and coordinating medical appointments /vaccine appointments with transportation services.
- Assistance with coordinating medical appointments and doctor referrals.
- Assist with calls to Medicare and insurance companies (Advantage Plans) to determine benefits.
- Technology assistance—government cell phones activation/maintenance/program renewals/ACP program for internet access.
- Update RSC memo board with DSS/Social Security updates and community programming.
- Referrals made to EW Social Services and Five Corner Cupboard for services and supports.

Continuing Education:

- July 26th Engaged Webinar: Tips & Best Practices for Helping People Living with Dementia Stay Socially Engaged and Connected.
- July 26th Engaged Webinar: National Poll on Healthy Aging.

East Windsor Greater Together Community Fund Committee are accepting applications for 2023 Grant proposals. Working with residents to generate ideas to support the needs of Park Hill residents. Working with East Windsor Social Services to ensure residents are registered for the Renter’s Rebate program, deadline is September 29th. Assisting residents to update their income and expenses following the new lease agreements of July 1, 2023 with DSS for adjustments in SNAP benefit. Continue to work with residents with various needs and requests as they arise.

Respectfully Submitted,
Carolyn Kita
Resident Services Coordinator
August 14th, 2023

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Attachment D

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Executive Director's Report

**August
2023**

Management:

The East Windsor Greater Together Community Fund is accepting applications for programs that would benefit the residents of East Windsor. We will be applying for an instructor for chair exercise and equipment such as light weights and exercise bands that the residents can use long term. Our residents were asked for their input and having an exercise instructor was strongly suggested. Carolyn our Resident Services Coordinator will be completing and submitting the application.

A few weeks ago, the Police department installed a Radar Speed Sign to monitor the speed of the vehicles travelling through Park Hill. It was very effective and it was obvious that vehicles were slowing down. I anticipate that I will have an update on the next steps at our next Board meeting.

As I mentioned at our last Board meeting, I contacted our current company that services our security cameras to get a quote to add another security camera on the third level. Their quote which included the camera and labor would be approximately \$2,000. That does not include the wiring that needs to be done by a licensed electrician. I will be getting additional quotes and continue to explore if there are any grants available.

Carolyn arranged to have the East Windsor Senior Services staff meet with our residents and give an overview of their programs. The staff did a great job with describing their job responsibilities. Some of our residents who attended are new to Park Hill and others just wanted to learn more about their programs. The staff brought refreshments and give away bags with information about the senior center.

Marisa and I will be attending the annual ConnNahro convention on Monday August 28th and 29th that will be held at Mohegan Sun. The workshops are always informative and the updates from various speakers from state and federal agencies provide insightful and new information.

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Other Matters:

Connecticut Community Investment Fund

The Community Investment Fund project to expand the water lines to provide fire hydrants for Park Hill will apparently be designed to install lateral lines to the buildings if the Housing Authority chooses to do so in the future. Once the engineering plans are available it will be easier to actually see where the lines will be located.

6&7 Acre Parcels/Feasibility Study

During the last few weeks, surveyors from JR Russo and Associates have been taking measurements of the 6&7 acres. The site plans are not available yet.

Projects:

Unit Turnovers

The five vacant units have been completed. The temporary worker that we hired to help clean and paint the units was a huge help with getting them done and ready to rent. Three of the five have been rented and the remaining two are pending based on the completion of their paperwork.

Power Washing

All the buildings have been professionally powered washed. The company that we hired did a fantastic job and they were very respectful to our residents and their personal property.

Vacancies

There are no pending move outs.

Respectfully Submitted,

Linda Collins

Executive Director