

**EAST WINDSOR HOUSING AUTHORITY REGULAR MEETING  
APRIL 17, 2017 MINUTES**

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**1. CALL TO ORDER AND ATTENDANCE**

The meeting was called to order at 7:00 p.m. by Chairman J. Burnham, Commissioners A. Chamenko, L. Calsetta, M. DeSousa, and Commissioner E. LeBorious were present.

**2. MEETING MINUTES:**

a. Special Meeting March 20, 2017

The minutes of the Special Meeting of March 20, 2017 were reviewed by all Commissioners present.

Commissioner Calsetta made motion, 2<sup>nd</sup> by Commissioner Chamenko, to approve the minutes with correction to item #10. Report of the Executive Director – All commissioners approved the contribution of \$10,120.06 via an e-mail vote. All in favor - Motion carried.

**3. ADDED AGENDA ITEMS**

Commissioner Calsetta made motion, 2<sup>nd</sup> by Commissioner LeBoriuos, to add to New Business 14B: the PILOT program and 14C: Reasonable Accommodation. All in favor – motion carried.

**4. PUBLIC COMMENT**

Viola A. #25 – We know that you are going to be looking at this Drug and Alcohol Policy. Every time we get a little joy or something that makes us happy we have some kind of a law against us. It's not like we are kindergarten children here. We're all responsible adults and I'd like to read it to you (Viola read the policy). We already know we can't drink in the community hall and we understand that because we do have other people renting the hall. Many of us feel this is going too far. For years we have gone outside in the summer, ordered a pizza and maybe had a glass of wine or a beer and never had a problem. Now all of a sudden, once we got the disabled in here, and they consider alcoholics disabled, we have had one incident. So everybody is going to have to suffer for this one incident. I feel all these people here are behind what I am saying.

Kathy C. #83 – I drink very seldom but if I choose to have a backyard dinner in my yard and I choose to have a glass of wine, that's my business. I'm not harming anyone. If you have a problem with the alcohol, then you deal with those people giving you the problem. Why should everyone have to suffer?

Cherie M. #84 – Read a letter hereto attached as Exhibit A

Pauline L. #15 – I would like to pose a question to you. Assuming this goes through, as I understand it, I have a patio in the back of my apartment and if I decided to have a couple or two over for dinner and we have a couple of beers or a glass of wine and somebody tattles on me. How do you intend to enforce this law if it goes in? I've been here seventeen years and we have not been able to evict anybody and we still have them here.

Cherie M. #84 – I would like to add my comment, this proposed idea I came up with is actually to give power to you guys. We all know a written paper trail is everything in a court of law. So if you have a written paper trail with police reports. Because that is how you are supposed to deal with a neighbor, you call the police if they were intoxicated would be charged with disturbing the peace or disorderly conduct. If that ends up happening, you have a police report and they have you sign it and you have a written paper trail. If you write this in here that you get two or three strikes, this is a way of empowering you guys with a written paper trail.

Viola A. #25 – Where we live, everyone comes down to our area. We look forward to getting together.

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We look forward to summer, we get out, and we catch up on what we couldn't do all winter. So what if we have a drink. I'm not a big drinker but so what. All of us feel this is taking away our rights.

Jeanne S. #20 – You all have been talking about gatherings and getting together, but I have a table in front of my apartment. Does that mean I can't sit outside and have a drink?

Pauline L. #15 – Who's going to tattletale on whatever is happening? Linda and Marisa are here for 30 hours a week. You guys are here once a week. How far of land do we have outside of our apartment? Is it 10 feet? I'm assuming 10 feet in front of my apartment and 10 feet in back of my apartment is mine so I can do whatever I want to do there.

Alice S. #4 – Linda, someone said we weren't going to have a tent this year because of the digging. Linda stated that until she knows where they are going to be digging, the gazebo will not go up. She will check with the company doing the construction.

**5. LEGISLATIVE BILLS - None**

**6. COMMUNICATIONS - None**

**7. FINANCIAL REPORTS – March 2017**

Motion made to acknowledge financials, motion carried

**8. REPORT OF THE BOARD OF SELECTMEN – Dale Nelson**

Dale stated that the board is still going through the budget.

**9. REPORT OF THE TENANT ASSOCIATION – Jeanne Swicklas, Secretary**

Hereto attached as Exhibit B

**10. REPORT OF THE RSC - Hereto attached as Exhibit C**

**11. REPORT OF THE EXECUTIVE DIRECTOR - Hereto attached as Exhibit D**

Executive Director Collins did discuss that she spoke with Jennifer Svelnys from the "Housing Developing Team" who is assisting with the development of the 7 acres. Jennifer is recommending the housing authority do a RFP for a feasibility study which would cost \$5000.00 - \$10,000.00. The commissioners stated they are not ready to spend the money right now to do a feasibility study.

**12. POLICIES AND PROCEDURE**

a. Drug & Alcohol Policy #17-002 – the commissioner discussed the proposed policy and a motion was made and duly approved to table until next month.

**13. UNFINISHED BUSINESS**

a. 2017/2-18 Budget – Executive Director Linda Collins distributed the completed budget with a narrative to all commissioners present. After discussion, Commissioner DeSousa made motion to submit the 2017/2018 budget with any adjustments that need to be made. Motion 2<sup>nd</sup> by Commissioner Calsetta. All in favor – motion carried.

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**14. NEW BUSINESS**

a. Security Deposits – Executive Director Collins reported that she has been in contact with our bank and they will set up separate accounts for the security deposits and the interest rate that they pay will cover what is required to pay to the residents. Security deposits will be for new tenants only. A motion was made and duly approved to move forward with security deposits for new tenants.

b. PILOT – The commissioners would like to be on the Board of Selectman agenda for their May 2, 2017 meeting. Executive Director Collins will write a letter to the board members requesting no change in the current interest rate.

c. Reasonable Accommodation – Executive Director Collins presented to the board a reasonable accommodation that was submitted from a tenant for a tub cut. Due to the expense of this request, the board will have to vote on it. Commissioner DeSousa made motion, 2<sup>nd</sup> by Commissioner Chamenko, to grant the reasonable accommodation. All in favor – motion passed.

**15. PUBLIC COMMENT**

David H. #18 – With the laundry rooms, typically these machines are kind of small. They handle regular loads ok but they can't do blankets and comforters. Can we get maybe a couple of larger machines? Executive Director Collins will look into that. I agree, what's happening is that people are stuffing these machines and it throws off balance.

Bob D. #3 – I did a large comforters a couple of weeks at the laundry mat and it cost me \$7.00.

Cherie M. #84 – I have a questions on the trenches they are digging for the alarm system. How deep is that trench? There is a tree cherry tree in front of my apartment and I am concerned that if they dig deep enough it will disturb the tree's roots and possible harm it. Executive Director Linda will find out.

Bob D. #3 – The fence over here has fallen apart. The snow build up has knocked it over. Executive Director Collins will get prices for it.

Bob D. #3 – I heard mention that we are trying to get a van here for our own use. The lady presenting the transportation meeting said they were working on getting advertising to help the cost of the van. Executive Director Collins had not heard of this. It was mentioned by other residents that were at the presentation they were talking about other places that have vans, but not that our housing authority would be getting one.

**15. SUGGESTION BOX - None**

**16. EXECUTIVE SESSION**

**ADJOURNMENT**

Motion to adjourn at 9:15pm duly made and approved.

Respectfully submitted,  
*Marisa Prior*

Recording Secretary

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**ATTACHMENT A**

Chérie Martyn  
84 Park Hill ♦ Broad Brook, CT 06016

April 17, 2017

RE: EWHA Proposed Alcohol Consumption Policy

To Whom It May Concern,

It has recently come to my attention that there is a proposed change in East Windsor Housing Authority's policies about alcohol consumption by its residents. As I understand it, the proposed change in policy is to ban any and all alcohol consumption in the common areas -- meaning that alcohol can only be consumed inside of a resident's apartment.

It seems fairly safe to surmise that this proposed change in policy is an attempt to address a string of disturbing alcohol-infused incidents that took place last summer. Some of them ended up involving verbal, and even physical violence. I think we can all agree that this is totally unacceptable community behavior. Park Hill's law-abiding residents deserve to enjoy our common areas in peace and safety.

The vast majority of Park Hill residents are indeed responsible law-abiding citizens. It is a very small minority of residents that have habitually disturbed our community's peace due to their aberrant behavior because of their alcohol consumption. As a member of the responsible majority, I fully appreciate that the office, and the board of directors, are attempting to resolve this issue. This particular proposed policy change, however, I do not think will achieve its intended goal.

Banning alcohol consumption in common areas will not solve the problem. I fully understand the line of thinking -- if you ban groups hanging outside together while drinking alcohol, they are less apt to end up getting in trouble, and, causing trouble for the non-drinking neighbors. But I propose this point, what is to stop a person, or a group of people, from going inside an apartment, consuming alcohol, and then having their disruptive alcohol induced behavior still spilling out into the common areas? It makes no difference where a person who can't handle their alcohol consumes alcohol.

Before offering a different solution to this problem, I'd like to also point out that banning the consumption of alcohol in our common areas will only leave those of us who are responsible residents, Park Hill's majority, feeling that we are being punished for the misconduct of the minority. The keyword here, responsible. Responsible residents who occasionally imbibe in a libation of two together at cookouts and picnics, or, in the privacy of their backyards.

Having stated all of this, we do indeed need an alcohol consumption policy. My proposed solution:

- 1) If a tenant's alcohol induced behavior is disturbing the peace, call the police.
- 2) File a written report with the police.
- 3) Within 24 to 48 hours of said incident turn a copy of that written police report over to EWHA office.

After two (or three) police alcohol disturbance related reports filed on a resident it is the office's and/or the board of director's right to review eviction notice proceedings -- and/or execute an eviction notice to the reported resident.

To safeguard against a neighbor filing erroneous police reports against another neighbor, in an attempt to harass and/or get the other neighbor evicted -- leave it to the executive director's and/or the board of director's right to review said/filed written police reports.

Thank you for your time and taking my opinion into consideration.  
Sincerely,

Chérie M. Martyn

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**ATTACHEMENT B**

PARK HILL TENANT ASSOCIATION REGULAR MEETING  
April 13, 2017

The Tenant Association regular meeting scheduled for April 11, 2017 was cancelled and rescheduled to be combined with the director's meeting on April 13, 2017. This was due to the number of children who attended the Easter candy hunt and egg coloring held on Tuesday during and after coffee hour.

The meeting was opened at 10:25 a.m. by president Viola Andrews. Officers Jeanne Swicklas, secretary and Sharleen Craft, member-at-large also attended along with three resident members. Director Linda Collins was also in attendance.

The minutes from the March 21, 2017. regular meeting were not read at this meeting.

The finance report was not read at this meeting due to the absence of our treasurer.

President Viola Andrews stated that the grant for repairing sidewalks was okayed. Director, Linda Collins has said that the work on other projects, such as the improvements of the laundry rooms and alarm systems, would be completed first but she is hopeful that all projects would be completed by next winter.

At the March 27, 2017 Housing Authority board meeting Chairman John Burnham spoke about the East Windsor 250th anniversary celebration. This is also the Park Hill 50th anniversary year. John Burnham asked if Park Hill's tenants would be willing to stuff envelopes. All the tenants at the board meeting said yes. Sharleen Craft also asked the board about doing something to represent Park Hill. Chairman Burnham said that he had a wagon he could bring here to be decorated by tenants. Everyone felt that this was a great idea.

President Viola Andrews stated that last month she spoke about the survey that Chairman John Burnham said was needed and the reluctance of the other board members to do so because of cost. At the board meeting, Marie DeSousa stated that members were not against the survey but were checking all issues regarding it.

Also, John Burnham, chairman reported at the board meeting that he was not totally against a family plan for Park Hill but that he wanted to make sure the seven acres would be used for the elderly only.

"I told the board I would make sure to let the tenants know where the board stands on these issues. I apologize for the misinformation given."

The nomination sheets for the Park Hill tenant association officers must be in by April 23, 2017 and the voting ballots will be sent out in May. All officers should be in place by our June meeting.

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President Andrews then opened the floor for comments.

Sharleen Craft, social director reported that a pot luck supper would be held on the last Friday of this month.

She also talked about getting together with the town youth group and inviting them here to do a project with us or to come to a pot luck supper. She will talk to the head of the youth group and Director Linda Collins will see what information she can get.

The meeting was closed at 10:35 a.m. by Viola Andrews, president.

Respectfully submitted by,  
Jeanne Swicklas  
Secretary

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**ATTACHMENT C**

**Resident Services Report  
East Windsor Housing Authority  
April 2017**

**Resident Activities**

On April 8<sup>th</sup> the residents hosted an afternoon Tea and all the Ladies from Park Hill were invited. 24 residents attended this event. The Community room was beautifully decorated and a good time was had by all.

On April 11<sup>th</sup> the residents held their regular coffee hour and had an Easter Hunt along with an Easter Egg Piñata filled with lots of goodies. Both the residents and some of their family members took place in this fun event

Wii bowling has been switched to Sundays in the Community Hall at 1pm because it is more convenient. 4 to 5 residents attend this bowling activity and are enjoying it.

Unfortunately, The Chair Yoga Program will be ending because the grant has ended. The residents have decided that they will continue a Yoga program on their own with a DVD.

**Community Programs**

The VNA continues to provide free monthly wellness clinics that include blood pressure and blood sugar screening as well as medical referrals if requested.

Heather Bale who is the Community Liaison for Fresh River Health Care will be Hosting a picnic during National Nursing Home Week on May 8<sup>th</sup> from 11:30 am to 1pm at Fresh River Nursing Facility. Transportation will be provided by Dial-A-Ride and residents must sign up for this event.

**Upcoming Services and Future Events**

On March 21<sup>st</sup> Amy Hanoian a community Education Specialist from UCONN Poison Control conducted a presentation on "How To Avoid Medicine Mishaps." 9 residents attended this event.

On March 23<sup>rd</sup> a representative from Human Services came to Park Hill to complete paperwork for The Energy Assistance Program which ends on May 1<sup>st</sup>.

On April 13, 2017, I will be attending The Executive Director's Tenant Meeting to discuss future programs to get the residents involved in The Town Of East Windsor's 250<sup>th</sup> Anniversary.

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Renters Rebate has started and residents can make an appointment with Human Services. This program runs until October 1<sup>st</sup>.

**Services and Referrals**

I assisted several residents with Social Security Issues and other various entitlement programs that the residents benefit from. Home visits and well checks continue throughout the month to ensure residents are safe and getting the services they need.

**Reporting Requirements**

The quarterly Report to the State Department of Housing (DOH) for the quarter that includes January-February-September will be completed and submitted to the Department of Housing for Approval. A copy will be included in May's Board Packet.

Respectively Submitted,

*Jeannine Henneberger, RSC*



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**ATTACHMENT D**

**EAST WINDSOR HOUSING AUTHORITY**

**Executive Director's Report**

**April 2017**

**Management-**

The next scheduled Police Commission meeting is scheduled for April 12<sup>th</sup>. I spoke with Thomas, Stremprer, Chairman of the Police Commission and asked if Park Hill will be on the agenda for any updates regarding our issue with people speeding through the property. The Police Department is waiting for a device from the State Police that will monitor and record data from vehicles that would be driving through Park Hill. It is anticipated that this device will be available in the near future.

Jenifer Svelnys from the "Housing Developing Team" who is providing technical assistance for our anticipated improvements to Park Hill and the development of the seven acres is assisting me with developing the RFP for the feasibility study. I'll have more information for the April Board of Commissioners meeting.

**Projects:**

**Other Matters:**

**Critical Needs Funding**

The application for replacing the sidewalks has been approved by the Connecticut Housing Finance Authority. The contractor who will be replacing the sidewalks will be in close contact with the general contractor for the small cities grant projects to coordinate the timing of when to begin work on the sidewalks.

**Small Cities Grant**

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The zoning and building permits for the Small Cities Grant have been issued. The Contractor DEF is anticipating that the actual work on the projects will begin next week. In the meantime, there has been activity here with marking off areas where there will be trenching for the Fire Alarm wiring.

**Matching Funds Grant**

The lighting fixtures are anticipated to be installed the week of April 17<sup>th</sup>. Once the electricians start the installation, Eversource will inspect to ensure that the work is being completed and issue us our incentive payment for \$15,134. This money will be used to complete the other projects under this grant; the automated interior doors and the overhang for the front entrance. The security cameras are on back order.

**Vacancies**

There are four vacancies. Three will be occupied before the end of April.

Respectfully Submitted,

*Linda Collins*, Executive Director