

EAST WINDSOR HOUSING AUTHORITY REGULAR MEETING
APRIL 23, 2019 MINUTES

1. CALL TO ORDER AND ATTENDANCE

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

2. MEETING MINUTES:

A. Regular Meeting February 26, 2019

The minutes of the Regular Meeting of February 26, 2019 were reviewed by all Commissioners present. Commissioner DeSousa made motion, 2nd by Commissioner Calsetta to approve the minutes as presented. All in favor - Motion carried.

3. ADDED AGENDA ITEMS –

Motion made and duly approved to add Calamar Mailing to #5. Legislative Bills & Communications, to add Senator Anwar to #13C. New Business, and to add PILOT to #13D. New Business.

4. PUBLIC COMMENT

Maureen P. #30 – We are interested in your opinions about parking spaces and we would like to take a vote on assigning parking spaces. We want everyone to have a parking space, nurses and visitors too. When we come home at night we can't find a parking spot.

Karen N. #73 – I need a space just for myself. I want to know how to save my parking spot.

Jo-Anna D. #32 – I think if everyone had their numbers of their house on their parking space, it would stop a lot of bickering. Where my granddaughter lives, everyone has their own spot. If I go and visit, there is an area where I have to park and walk to her apartment.

Linda Collins, Executive Director, stated she did ask residents to attend tonight's meeting to express their concern. At her monthly Executive Directors meeting the parking issue was brought up. We did have a meeting from a town board which had a lot of people attend which did cause parking issues.

Maureen P. #30 – In our section, we work it out very good.

Sharleen C. #57 – A lot of it is how it was built. When people moved in they didn't have cars.

5. LEGISLATIVE BILLS AND COMMUNICATIONS

A. Calamar Mailing – All commissioners received invitations to the ground breaking of Water Mill Landing.

6. FINANCIAL REPORTS – March 2019

Motion made to acknowledge financials, motion carried.

7. REPORT OF THE BOARD OF SELECTMEN – None

8. REPORT OF THE TENANT ASSOCIATION BOARD –

Hereto attached as Attachment A

9. REPORT OF THE RSC – Hereto attached as Attachment B

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10. REPORT OF THE EXECUTIVE DIRECTOR – Hereto attached as Attachment C

Executive Director Collins discussed the feasibility study of the 7 & 6 acre parcels. The commissioners would like the neighbors to be updated and to let them know we will add the feasibility study it to our monthly agenda which is available on our website.

The commissioners would like more information regarding the parking space concerns. For the next commission meeting, they would like to know how many spaces we currently have, how many handicap spots are needed, how cars are currently on site, & how would we accommodate if someone needs a spot closer to their home once we have assigned spots.

11. POLICIES AND PROCEDURE

12. UNFINISHED BUSINESS - None

13. NEW BUSINESS

A. Annual Calendar of Commission Meetings – The commissioners were presented a calendar of meetings for 2020. Motion made and duly approved to accept the 2020 Board of Commissioners Meeting Dates.

B. Election of Officers – Commissioner DeSousa made motion, 2nd by Commissioner LeBoriorous to keep officers as they are. John Burnham – Chair, Laverne Calsetta – Vice-Chair, Marie DeSousa – Secretary, Betsy LeBoriorous – Treasurer, & Alex Bowsza – Assistant Treasurer.

C. Request Made by Senator Anwar – Commissioner LeBoriorous shared that State Senator Anwar would like to visit Park Hill and have a Meet & Greet with our residents. Executive Director Collins will contact his office to set up a date.

D. PILOT – Executive Director Collins stated she will be going to the Board of Selectman meeting in May to discuss the PILOT program for the 2019/2020 fiscal year.

14. PUBLIC COMMENT - None

15. SUGGESTION BOX – None

16. EXECUTIVE SESSION – None

17. ADJOURNMENT

Commissioner Bowsza made motion, 2nd by Commissioner Calsetta to adjourn at 8:05pm. All in favor – Motion carried.

Respectfully submitted,

Marisa Prior

Recording Secretary

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Attachment A

PARK HILL TENANT ASSOCIATION REGULAR MEETING

April 9, 2019

The meeting was opened at 9:55 a.m by President Viola Andrews. Jeanne Swicklas, Vice President and Sharleen Craft, Member-at-large also attended along with eight member residents.

Jeanne Swicklas, Vice President read the minutes from the March 12, 2019 meeting and they were accepted by all in attendance.

Sharleen Craft, member-at-large read the treasurer's report for the month and it was accepted by all in attendance. We currently have \$334.00 in the bank.

Words from our President

President Viola Andrews thanked all the tenants who wrote letters that would be included with the application for the Small Cities Grant. She read the letter she wrote to represent those tenants who were unable to write letters but wanted their voices heard.

A notification was sent to all Park Hill residents on March 21, 2019 informing them of a change in our bylaws regarding the serving terms of Park Hill Tenant Association officers and informing them that a vote will be taken at this meeting. The change, if voted for, will extend the officers' serving term from one year to two years. A vote was taken and 11 members were for the change with 0 against it. This means there will be no election this year for officers.

The Director's meeting will be held on Thursday April 11, 2019 at 10:00 a.m. One of the issues President Viola Andrews will be bringing up is the washing of homes that haven't been powerwashed in over two years. Some of these units are covered with mold that is still spreading. She will also speak about tenant complaints that the first level laundry room automatic door isn't working again.

Residents spoke about issues that they want brought up at the Director's meeting:

Sharleen Craft mentioned curbing that is chopped up.

Jan Sedor mentioned sidewalks that are crumbling.

Maureen asked if we will have gazebos this year.

Pauline Legasse wants to talk about parking spaces.

President Viola Andrews said that the Director's meeting is where these things should be brought up. The more people who attend, the better the results will be.

Viola Andrews, President then opened the floor to tenant comments.

Sharleen Craft, social director stated that there will be a pot luck supper on April 26, 2019.

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Upcoming events were announced.

Director's meeting - Thursday, April 11, 2019 at 10:00 a.m.

Board of Commissioners' meeting - Tuesday, April 23, 2019 at 7:00 p.m.

Pot luck supper - Friday, April 26, 2019 at 5:00 p.m.

The meeting was closed at 10:20 a.m. by Viola Andrews, President.

Respectfully submitted by,
Jeanne Swicklas
Vice President

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Attachment B

**Resident Services Report
East Windsor Housing Authority
April 2019**

Resident Activities

Coffee Hour is scheduled every Tuesday morning and continues to be a popular event. Approximately 12 residents attended the weekly Coffee Hour.

The monthly potluck supper was held the last Friday of the month at 5:00pm. Approximately 14 residents attend this event.

The monthly calendar continues to be prepared and distributed to each household.

Community Programs

Several residents continue to participate in the monthly VNA Health and Wellness program. They offer free blood pressure and blood sugar screenings the second Tuesday of every month from 9:00am-10:00am. Approximately 4 residents participated in the month of March.

Food Share has a mobile truck that continues to distribute free food from the Saint Catherine's parking lot every other Friday. Several of our residents participate with this very important program.

Upcoming Services and Future Events

On May 14th at 1:00 pm in the Park Hill Community Hall I will be doing a presentation on the recent scams that have been affecting the Park Hill Residents.

A survey will be distributed to Park Hill Residents on June 3rd that will ask residents to indicate anonymously what types of presentations and activities that they would like to see take place at Park Hill. This will assist the RSC with future programming for Park Hill Residents.

Services and Referrals

I assisted several residents with Medicare Savings program, Husky Insurance and other various entitlement programs. Home visits and well checks continue throughout the month to ensure residents are safe and getting the services they need.

On April 30th I will be attending A Symposium called A Livable Community from 8:30am - 12:00pm at Asnuntuck Community College. This meeting will discuss certain strategies to assist people with declining mental abilities how to sustain functional and useful lives

Respectively Submitted,
Jeannine Henneberger, RSC

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Attachment C

EAST WINDSOR HOUSING AUTHORITY

Executive Director's Report

April

2019

Management:

Residents have been notified that if they recently recertified, they are eligible to sign a new lease effective July 1st. Beginning May 1st through May 31st residents can come to the Park Hill office Monday-Friday 9:00am to 3:00pm. If this time frame does not work for any resident, they can call to schedule and come in at a different time. Residents who are not in compliance with the lease such as owing any rent or fees will not be eligible to sign a lease and will be charged market rent for their size unit; an efficiency is \$910 and a one bedroom is \$1,140.

Penny Fisher our Connecticut Housing Finance Authority (CHFA) asset manager conducted her site visit on Thursday, April 4th. We discussed policies and procedures and she randomly chose eight apartments to inspect. Residents were previously notified of her visit and inspecting a few apartments. There were no findings.

Other Matters:

As I mentioned in my last report Girl Scout Junior Troop 10135 from East Windsor contacted me to ask if they can work on a beautification project at Park Hill as part of their Silver Award. They have received approval from the Girl Scout Council and will start fund raising to purchase plants for the property.

Projects:

Upcoming Small Cities Grant Application

The application for the Small Cities Grant was submitted to the Department of Housing (DOH) on Friday April 12th by Jen Svelnys the consultant from the Housing Development Team. Capital Studio Architectural Services assisted with the application process.

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Many of our Park Hill residents and staff from various East Windsor municipal departments wrote letters in support of the Housing Authority applying for funds through the Small Cities Grant program. The proposed projects are: a new community hall roof, additional tub to shower conversions and emergency access roadways for the first two sets of apartment buildings.

Matching Grant

The two additional security cameras were installed on Friday, March 22nd. There are some connection issues to the main system in the office that need to be addressed. Nutmeg Technologies is working with Cox to fix the problem.

Power Washing

As soon as the weather turns a little warmer, maintenance will continue to power wash the apartment buildings to remove dirt and mildew. Last summer they started with the buildings at the top of the property and completed down to apartment #31, just across from the maintenance shop. Most of the summer was very hot or rainy so not all the buildings were completed. This year, maintenance will be starting with the first building on the left near the entrance.

Vacancies

There are no vacancies or pending move outs.

Respectfully Submitted,

Linda Collins, Executive Director