

TRUMBULL HOUSING AUTHORITY
200 Hedgehog Circle
Trumbull, CT 06611

The Board of Directors of the Trumbull Housing Authority met for a regular meeting on Monday, August 27, 2012 in the Community Room of Stern Village.

Members Present: Judi Stern, Chairperson
Thelma Burr, Edward Coyne and Robert Marconi

Also Present: Harry Wise, Executive Director

A quorum being present the Chairperson called the meeting to order at 7:15 p.m.

Approval of Minutes

MOTION MADE (Marconi), seconded (Burr) and unanimously carried to approve the minutes of the May 21, 2012 regular meeting, as presented.

Election of Officers

MOTION MADE (Marconi), seconded (Coyne) and unanimously carried to re-elect the following officers for an additional term.

Judi Stern, Chairperson
Edward Coyne, Vice-Chairman
Robert Marconi, Secretary
Thelma Burr, Treasurer
Gail Hanna, Assistant Treasurer

Old/New Business

Tenant Issue

Joanne Palmer asked if the Board would consider purchasing a Wii Video Game System.

Ms. Palmer informed that she already has thirteen residents interested in coming together to play. Upon inquiry, she estimated the cost to be approximately \$300 for the game system plus the remotes. Ms. Palmer agreed to be responsible for the equipment and making sure that the building was secure upon leaving.

There was a consensus from the Board that resident activities should be encouraged and all were in agreement to move forward with the purchase.

Harry Wise reported, as follows.

The landscaping around the community building needs to be redone. Harry Wise recommended that it be completely removed in conjunction with the installation of the generator and replanted in the spring. It was agreed to obtain some professional landscaping advice before proceeding.

The purchase of a generator for the community building was then addressed. It was agreed that prior to going out to bid we obtain expert advice, as to the make and model that would best serve our needs. Harry Wise will report back at the next meeting.

Harry Wise reported that the following capital improvement projects have been completed.

TV towers have been taken down.

Front walk at the Congregate has been completed and the trash areas have been paved.

New windows have been installed from units 51-99. No new installations are anticipated for the next several years.

The painting of units, for eligible tenants requesting this service, has been completed.

With the exception of the generator all scheduled projects have been completed.

Much of the disaster training, with the help of Dan Cronin, has been completed. The emergency telephone system has been installed and the defibrillators are in place. Instructions on how to proceed in the event of an emergency are being put together and will be posted in every apartment.

The next order of business was the renewal of the Mac Gray laundry service contract.

Harry Wise informed that under the provisions new machines will be provided. The proposed ten year contract will include a five year op-out clause. The current price will hold of which we will receive 60% of the revenue. Mac Gray will also provide a \$500.00 payment to us for the upgrading of the laundry room. The Director advised that the renewal follows all terms and conditions of the previous contract.

MOTION MADE (Coyne), seconded (Marconi) and unanimously carried to approve the terms of the proposed new laundry contract, as presented.

Financials

The financial figures, for the Village, as of June 30th indicated that we are in a very good financial place.

The Director made note that on the income side we received \$1,600 more in revenue than the budget called for. Also, management expenses came in \$14,000 under budget. This was attributed to the significant number of employees who have opted out of the health insurance plan. We are now down to basically only one employee receiving health benefits.

Harry Wise advised the Board of a possible long term revenue problem that will result from the large number of new tenants who are paying a lower rent than previous residents. He recommended that we consider raising the base rent on new people coming in and grandfathering the residents already here. The Director has run this by the State who indicated that they would have no problem with it. The proposal is still in the looking into stage and will be readdressed at a later date.

On the Congregate side, due to the increasing cost of food the services account came in \$12,000 over budget. To offset the expected even higher costs of this year an additional \$10,000 in revenue has been added to this year's budget.

At the request of the Director a motion was made by Thelma Burr and seconded by Judi Stern to enter into Executive Session for the purpose of holding discussion on a personnel issue.

Board members along with Executive Director Harry Wise entered into Executive Session at 7:45 p.m.

The regular meeting resumed at 8:00 p.m.

There being no further business to discuss a motion was made by Commissioner Coyne and seconded by Commissioner Marconi to adjourn. The August 27, 2012 meeting of the Board of Directors of the Trumbull Housing Authority adjourned at 8:03 p.m. with unanimous consent.

The next regularly scheduled meeting of the Trumbull Housing Authority will be held on Monday, September 24, 2012 at 7:15 p.m. in the Community Room of Stern Village.

Respectfully submitted,

Helen Granskog
Clerk

