

TRUMBULL HOUSING AUTHORITY
June 24, 2013

The Trumbull Housing Authority met for a regular meeting on Monday, June 24, 2013 in the Community Room of Stern Village, 200 Hedgehog Circle.

Members Present: Suzanne Donofrio, Chairperson
Thelma Burr, Susan Fatse, Linda Nassrah and Linda Scarpantonio

Also Present: Harriet Polansky, Executive Director

The following is a brief summary of the meeting.

A quorum being present, the Chairperson called the meeting to order at 7:05 p.m.

The meeting opened with a motion by Suzanne Donofrio to enter into Executive Session for the purpose of holding discussion on pending litigation. The motion was seconded by Commissioner Nassrah and unanimously carried.

The entire Board of Directors, along with Executive Director, Harriet Polansky, entered into Executive Session at 7:07 p.m.

Upon motion made by Suzanne Donofrio, second by Susan Fatse and unanimously carried the Board of Directors exited Executive Session and the regular meeting resumed at 7:29 p.m.

The Chairperson proceeded with the roll call and the Pledge of Allegiance.

Approval of Minutes

MOTION MADE (Donofrio), seconded (Fatse) and unanimously carried to add acceptance of the minutes of the April 22, 2013 regular meeting to agenda item #3.

MOTION MADE (Donofrio), seconded (Nassrah) and unanimously carried to accept the minutes of the regular meetings of April 22, 2013 and May 28, 2013, as presented.

Bills & Communications

Thelma Burr reported all accounts payable, as being current.

Tenants' Association

The Association's reporting representative was not present.

Report of the Executive Director

Harriet Polansky reported, as follows.

The financial summaries were reviewed. The report indicated the cash positions for both the Village and the Congregate to be very strong.

The specifics of the proposed Village Management Plan were summarized. Ms. Polansky advised that the Plan's purpose was to provide the State with an estimate of the anticipated income and expenses for the upcoming fiscal year.

Expenses were detailed and Ms. Polansky advised that overall operating costs continue to increase. Some cost savings have been achieved by switching telephone providers and by utilizing staff instead of outside services for certain maintenance jobs. Energy assessments are also being conducted in an effort to save on utility costs.

Ms. Polansky then spoke about the proposed Village Stratification Plan. The Plan was generated for the purpose of increasing the base rent. The Executive Director explained that an increase is needed, as the current rate is too low to cover our expenses. The Executive Director stressed that the increase would apply only to new tenants coming in. The base rent would remain at the current level for all existing tenants.

Through the generosity of Trumbull community members we have been able to obtain computers and a number of other recreational items for our residents. Those participating in the landscaping beautification project and the neighborhood watch were also recognized.

Harriet Polansky informed that she is working together with the Rotary Club on possible grant opportunities. Residents were also advised that vehicle identification stickers are now in the process of being distributed.

The Director ended her report with reassurances that we are continuing to move forward with programs and services for making Stern Village a safe and pleasant place to live.

Old Business – None brought forward.

New Business

Election of Officers

MOTION MADE (Fatse), seconded (Nassrah) and unanimously carried, to accept the resignation of Suzanne Donofrio as Chairman of the Board of Directors of the THA.

MOTION MADE (Fatse), seconded (Burr) and unanimously carried, to appoint Suzanne Donofrio as Secretary of the THA.

MOTION MADE (Burr), seconded (Nassrah) and unanimously carried to appoint Susan Fatse as Assistant Treasurer of the THA.

MOTION MADE (Nassrah), seconded (Donofrio) and unanimously carried, to appoint Linda Scarpantonio and Chairperson of the THA.

It was noted that Thelma Burr retains her position as Treasurer and Linda Nassrah continues as Vice-Chairman.

The next topic for action was proposed fees for copies of documents requested under Freedom of Information Act.

MOTION MADE (Donofrio), seconded (Fatse) and unanimously carried, to charge \$.50 per copy for requested FOIA documents.

Protocol for public comment was then addressed.

MOTION MADE (Donofrio), seconded (Nassrah) and unanimously carried to establish the following protocol for the public comment portion of THA meetings.

1. Effective at the next Board meeting, public speaking will be limited to Stern Village residents only.
2. Residents may speak for a maximum of three minutes and comments shall be limited to the topics on the meeting's agenda.
3. Residents intending to comment must sign up by 5 P.M. on the day prior to the meeting and identify the agenda topic they wish to speak on.
4. Disruptive behavior will not be tolerated by any person or group of people. Those who do not comply will be asked to leave and the Board of Directors can order the meeting room cleared and continue in session, as per Sec. 1-232 of the Freedom of Information Act.

Action on the proposed Village Management and Stratification Plans was then taken.

MOTION MADE (Donofrio), seconded (Fatse) and unanimously carried, to approve the Village Management Plan and the Village Stratification Plan for 2013 – 2014, as presented.

There being no further business to discuss a motion was made by Commissioner Donofrio and seconded by Commissioner Fatse to adjourn. The June 24, 2014 meeting of the Trumbull Housing Authority adjourned at 7:55 p.m. with unanimous consent.

Respectfully submitted,

Helen Granskog
Clerk

