

Trumbull Housing Authority

October 28, 2013

The Board of Directors of the Trumbull Housing Authority met for a regular meeting on Monday, October 28, 2013 in the Community Room of Stern Village, 200 Hedgehog Circle, Trumbull, CT.

Members Present: Chairwoman Linda Scarpantonio, Vice Chairwoman Linda Nassrah, Secretary Suzanne Donofrio, Thelma Burr, and Susan Fatse.

Also Present: Executive Director Harriet Polansky

The following is a brief summary of the meeting.

A quorum being present, the Vice Chairwoman opened the meeting at 7:03 p.m. with the Roll Call and the Pledge of Allegiance.

Approval of Minutes

Motion made by Chairwoman Scarpantonio and seconded by Vice Chairwoman Nassrah to approve the minutes of September 23, 2013, as revised. Vote was unanimous. Motion carried.

Bills and Communications

Ms. Thelma Burr reported all account payables current, as of this date.

Report of the Executive Director

Ms. Harriet Polansky reported as follows:

She presented and reviewed a draft of the financial summary for the quarter ended on September 30, 2013.

Stern Village and Stern Center had an overall estimated loss of approximately \$2,472.00. For Stern Village, the loss was \$240.00. For Stern Center, the loss was \$2,232.00. These were all related to food costs and alternative food services. These numbers are increasing, and they were greater than anticipated.

Currently the reserve balance is over \$1,698,000.00, which is approximately \$7,650.00 for each unit in the complex. The overall cash position as of September 30, 2013 shows a balance of \$1,635,000.00. Accounts payable is approximately \$23,706.00.

Stern Village is in a strong financial position, and improvements have been made. Further projects are being examined to improve the facility. The first quarter subsidy was received from the State for services for the Congregate Building. Hannibal Construction will begin work on the Congregate Building roof this week.

Ms. Polansky thanked Don Scinto, who is on the Planning and Zoning Committee, for assisting with the roofing project. She also noted that he has graciously volunteered his time to help manage the project, and his expertise in construction and building issues, as well as his commitment to serving the residents, does not go unnoticed.

Movie night is currently being held twice a month, and it is going very well.

The site was recently visited on October 17, 2013 by Mentor R. Ameti, Asset Manager from Connecticut Housing Finance Authority(CHFA). Many issues pertaining to Stern Village were discussed, including the UI Lighting Program, funding, and a predevelopment program for small cities. A small grant was applied for, and other capital improvement projects are being looked into.

Random apartment inspections of Stern Village and Stern Center were also discussed. Mr. Ameti visited several apartments randomly and based on his observations, potential fire hazards and other conditions were identified. Letters were sent to these few residents to make the necessary changes by a certain date. Another full inspection will be made.

Ms. Polansky proceeded to read a letter from Mr. Ameti regarding his site visit and management review of Stern Village and Stern Center. Mr. Ameti concluded that the overall condition of each observed unit and the Community Building were clean and well maintained, and he thanked Ms. Polansky and the staff for their time and cooperation. He was pleased with the amount of work completed in such a short amount of time, as well as with the recent upgrades that were made. It was noted that there are no further corrective actions necessary, and the 2013 review is considered closed.

The upcoming tenant commissioner election was discussed. The candidate name(s) will be posted by 5 p.m. on Friday, November 1, 2013. A formalized election will be held.

Ms. Polansky discussed work orders, and the problem of many of them being requested late, resulting in irreparable damage to items like refrigerators and stoves. She also noted that there is no security deposit for any tenant. She presented and read a draft of the proposed Maintenance Charge Policy. A tea will be held to discuss the proposed policy and answer any questions.

The UI Lighting Incentive Program was discussed. Currently, the UI bills for Stern Village are approximately \$3,200.00 per month. Additional lighting was also discussed, as well as interior fixtures, LED lighting and fluorescent lighting.

Old Business

None.

New Business

The first item of new business is to act upon a resolution to approve a Small Business Entity Advantage Program with United Illuminating, JK Energy Solutions, LLC. The details of the program were previously distributed to the commissioners for review and have been attached to the meeting agenda, which was posted on the Town website.

Motion made by Chairwoman Scarpantonio and seconded by Vice Chairwoman Nassrah to have the Trumbull Housing Authority enter into a standard agreement with JK Energy Solutions, LLC as contractor in its role as a United Illuminating approved vendor for the Small Business Energy Advantage Program at Stern Village. Vote was unanimous. Motion carried.

The second item of new business is to act upon a resolution to approve an amendment to the union contract between the Trumbull Housing Authority and the Local 1303-404 of Connecticut Council 4 of the American Federation of State, County, and Municipal Employees, AFL-CIO, for the employees of the maintenance department of the Trumbull Housing Authority. The terms of such amendment have been previously distributed to the commissioners for review and have been attached to the meeting agenda, which was posted on the Town website.

Motion made by Chairwoman Scarpantonio and seconded by Ms. Fatse for the Trumbull Housing Authority to enter into an amendment to the union contract between the Trumbull Housing Authority and the Local 1303-404 of Connecticut Council 4 of the American Federation of State, County, and Municipal Employees, AFL-CIO, for employees of the maintenance department of the Trumbull Housing Authority. Vote was unanimous. Motion carried.

Public Speaking

1. Carlos Vazquez- He mentioned roadwork, however this topic was not on the meeting agenda, so he was informed that he could send a letter or other type of correspondence to the Board or meet with Ms. Harriet Polansky to discuss this issue.

Adjournment

There being no further business to discuss, a motion was made to adjourn the meeting at 7:28 p.m. with unanimous consent.

Respectfully Submitted,

Dawn Kosarko
Clerk

