

TRUMBULL HOUSING AUTHORITY
200 Hedgehog Circle
Trumbull, CT 06611

The Board of Directors of the Trumbull Housing Authority met for a Regular Meeting on April 26, 2010 in the Community Room of Stern Village.

Members Present: Judi Stern, Chairperson
Thelma Burr, Edward Coyne, Gail Hanna and Bob Marconi

Also Present: Harry Wise, Executive Director

A quorum being present the Chairperson called the meeting to order at 7:10 p.m.

Approval of Minutes

MOTION MADE (Coyne), seconded (Marconi) and unanimously carried to accept the minutes of the March 22, 2010 regular meeting, as submitted.

MOTION MADE (Marconi), seconded (Burr) and unanimously carried, to accept the minutes of the April 15, 2010 special meeting, as presented.

Treasurer's Report

The financial figures for the month of March were reviewed. The Executive Director reported all account payables current as of this date.

The Village remains in good financial condition. The Congregate's operating account was within budget amounts but the services budget remains tight.

The Executive Director made note of the high cost that is incurred to the services budget, when a guard service is hired to cover the midnight shift of the regular employee. To cut costs, a steady on-call substitute, perhaps one of the tenants, will be looked into. Harry Wise also informed that Mr. Williams has indicated that he expects to be leaving within two years and with the current rate of pay, this particular shift will be difficult to fill.

Old/New Business

The 457B Retirement Plan was readdressed. The plan documents have been completed and the Executive Director provided an overview. A plan trustee will need to be appointed and Harry Wise indicated that he would agree to accept this position.

MOTION MADE (Hanna), seconded (Coyne) and unanimously carried, to appoint Harry Wise as Trustee of the Trumbull Housing Authority's 457B Retirement Plan.

In an attempt to provide some added protection a proposal to install video cameras was presented and discussed. It was agreed to have cameras installed on the four corners of the Community building, the four corners of the Maintenance building and the back two corners of the Congregate. Harry Wise will work on obtaining some cost figures for next month's meeting.

Tenant Issues

A tenant's son addressed the Board with his concerns regarding the delay in having his mother's bathroom repairs addressed.

Harry Wise advised that work orders are done according to priority. Emergency issues are always first priority and with the staff we have non-emergency repairs may take time to get to. The Executive Director noted that we are trying to maintain low-rent housing and hiring additional staff would result in rent increases.

Harry Wise agreed to talk with maintenance tomorrow to determine the status of the bathroom repairs and inform the tenant's son of his findings in writing.

The last item of business was consideration of the proposed Procurement Policy. The Executive Director relayed that the document was put together based upon the policy adopted by HUD.

Upon discussion and review the following motion was made.

MOTION MADE (Coyne), seconded (Hanna) and unanimously carried, to accept the Procurement Policy, as presented.

Responding to an inquiry regarding the drainage project, Harry Wise indicated that there are still two areas that may need reworking.

The Board was informed that last year's summer help will be available this year as well. The Executive Director is considering utilizing him only for landscaping work to free up maintenance for repairs and other regular duties.

There being no further business to discuss a motion was made by Bob Marconi and seconded by Ed Coyne to adjourn. The April 26, 2010 regular meeting of the Trumbull Housing Authority adjourned at 8:35 p.m. with unanimous consent.

The next regularly scheduled meeting of the Trumbull Housing Authority will be held on Monday, May 24, 2010 at 7:15 p.m. in the Community Room of Stern Village.

Respectfully submitted,

Helen Granskog
Clerk of the Board