

Trumbull Housing Authority – November 17, 2014

Trumbull Housing Authority
November 17, 2014
4:00 pm
Community Room of Stern Village

Commissioners Present: Chairperson Janice Kopchik; Commissioners Suzanne Donofrio, Susan Fatse and Thelma Burr

Also Present: Executive Director Harriet Polansky

Commissioners Absent: Linda Nassrah

The meeting was called to order at 4:01 pm by Mrs. Kopchik. Roll call was conducted followed by the Pledge of Allegiance.

Past Minutes

Mrs. Kopchik moved to approve the minutes of the October 27, 2014 regular meeting of the THA. Seconded by Mrs. Fatse. Unanimously approved.

Mrs. Kopchik moved to approve the minutes of the November 5, 2014 special meeting of the THA. Seconded by Mrs. Fatse. One correction was noted. First page under New Business, second paragraph should read "...he is aware of Stern Village by being a **former** resident of Trumbull". Minutes approved unanimously as amended.

Resident Comments

Mr. Littlefield posed the following questions.

1. Was there a public notice published requesting attorney applications and, if so, where was it published? Mrs. Polansky noted the request for attorney applications was done within the realm of the THA procurement policy. Was there a public notice in the paper? Mrs. Polansky stated it was not necessary.
2. Explain the circumstances for the Attorney General needing to sign off? Mrs. Polansky noted there is documentation that has to be given once we get to a certain point. The low income tax credits and other information must be signed by the Attorney General as it is part of the application process. What items does the Attorney General have to sign off on? There must be a signature for certain financing parameters.
3. When are the two attorneys scheduled to submit bills to be paid for services rendered and from what line item in the THA Management Plan will payments be made? Mrs. Polansky noted a budget was prepared and distributed to the tenants and this includes what was predicted for attorneys for this coming year. All attorney fees are part of that budget. Mr. Gerhardt noted the budget for the attorney is in the development asset account and charged against the P&L.

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Treasurer's Report

Mrs. Burr noted for the four months ending October 31, 2014, Stern Village and Stern Center had an overall profit of \$15,363. All current vendors have been paid. The cash position is healthy at the present time. The Village current cash position has approximately \$67,572. The Center cash position is approximately \$22,918. For the Center, the first quarter subsidy from the Department of Housing was received. In the Village, some additional ranges were purchased, a security camera was installed by the Maintenance Garage and various electrical problems were addressed that were uncovered in the annual inspection.

Executive Director's Report

Mrs. Polansky noted there is an overall gain for the period ending October 31, 2014 of \$15,363 for Stern Village and Stern Center. The reserve balance is over \$1,443,000, which is approximately \$6,500 for each unit in the entire complex. The overall cash position is \$1,668,000 including the investment account and, as of October 31, Accounts Payable was approximately \$19,724. We are moving forward and continuing to look for projects to improve the facility and doing things for the well-being of our residents based on affordability and need. We are continuing with the revitalization and development of Stern Village and we do what is required by CHFA and DOH.

The maintenance crew, Jeff, Bob and Rich, are preparing for the winter months. The speed bumps have been put away for the winter months because of plowing. It is Mrs. Polansky's hope that residents will not speed and she asked that residents tell friends, aides and relatives not to speed. The speed limit is 15mph.

RWS, the garbage company, will bring a dumpster and place it in the bulk garbage area since the town is no longer picking up from that area at this time of year due to leaf pick-up and other fall/winter projects.

Mrs. Polansky asked residents to clear their porches so that they can be shoveled in the event of snow.

Paulette is working very closely to get additional services and support. Some residents need assistance with food purchases. She is contacting markets and bakeries to obtain items such as day old bakery products or damaged cans that are safe to eat but may not be marketable to the public. Mrs. Polansky and Paulette will be meeting with Stop & Shop in December to see if they can develop a partnership for groceries and with other stores for other needed items.

Mrs. Polansky is working closely with Bruce and Frank with Millennium as well as with the architects. They have developed some preliminary concepts but nothing will be finalized until they are reviewed. There is a meeting on Tuesday, November 18 from 10-11am, the monthly Tuesday Tea, and then Kim from TOVAH will be at the Center at 11am to form a development committee. This committee will

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consist of residents who will review the conceptual plans and talk about the things they like and dislike. This, of course, is all within the realm of affordability.

Mrs. Polansky noted that every time they go to the meetings at the Academy, the Academy knows that we are considered critical, at risk, and there is always another hurdle to jump. They did have the opportunity at the last Academy meetings to speak with representatives from DOH and CHFA to talk about phasing of the project. The state replied it may not need to be in phases depending on what it is. She noted we are critical, we are at risk and the state is spending a lot of money on us at no charge to get us ready for funding rounds and our meetings with the state. We are meeting with the state to show them our preliminary plans, to show them our pro forma which means an itemized budget of costs and how we are going to turn Stern Village into affordable housing. We talked about RAP and other means of funding to make sure we have new places to live without hurting the pocketbook. This is a process and it will take time but answers will be given as they are known along the way.

Cardno was here and they have retested some additional units. Findings are available for any resident to review in Mrs. Polansky's office. Other testing has been performed but results have not been received.

We are revitalizing our campus so that residents can age in place, have several amenities and enjoy living here as it is a beautiful area.

Unfinished Business

None.

New Business

None.

Adjournment

There being no further business, motion was made by Mrs. Kopchik to adjourn the meeting at 4:20 pm. Seconded by Mrs. Burr and approved unanimously.

Respectfully submitted,

Barbara Crandall
Clerk

These minutes are considered a draft until approved at the next meeting of the Trumbull Housing Authority.