

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD

REGULAR MEETING MINUTES

Housing Authority Office

March 25, 2014

8:30 a.m.

Attendance: Mr. Long, Chairperson; Mr. Simonsen, Vice Chairperson; Mr. Eddy, Secretary and Treasurer; Ms. Hall, Assistant Treasurer was excused; Ms. Ward, Commissioner; Ms. Fields, Executive Director.

The meeting was called to order at 8:36 a.m. by the Chairperson.

MINUTES

A motion was made by Mr. Simonsen and seconded by Ms. Ward to accept the minutes of the February 19, 2014 Regular Meeting. Motion approved unanimously.

COMMENTS FROM THE PUBLIC

A letter was received on February 19, 2014 by a person claiming to be a tenant at Holinko Estates and concerned about the snow removal. They stated that they live in Building 2, but this could not be confirmed because the concern was unsigned. In response, Ms. Fields sent a memo to both Building 1 and 2 tenants stating that there had been difficulties plowing that area primary due to some tenants not complying with the requirement to move their vehicles to a pre-designated area to allow the Housing Authority to properly clean up the snow. The memo also stated a warning that if cars were not moved promptly, they would be towed. This is the first year such problems have occurred to this extent. The Maintenance Mechanic also complained a number of times during those two very snowy weeks in February that cars were not being moved at Building 1 and 2. Some tenants who did not move vehicles promptly were creating mounds of snow in the path of travel, when digging out their cars, making it difficult for others to pass and for the Maintenance Mechanic to keep the area clean. It has not snowed since sending the memo.

COMMUNICATIONS

Mr. Fields asked Mr. Long if any further communication regarding the reappointment of Ms. Hall to the Board for another term had been received from the Committee on Committees. Mr. Long stated according to the posted minutes of the last Committee on Committees meeting, Gretchen Hall was reappointed. No official letter has been received yet.

REPORTS OF THE DIRECTOR

Bills

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to approve the February bills. Motion approved unanimously.

Financial Reports –A (General)

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to approve the December and January Financials. Motion approved unanimously.

Financial Report-B (Section 8 Statistical Report)

A motion was made by Mr. Eddy and seconded by Mr. Simonsen to approve the February Section 8 Statistical Report. Motion approved unanimously.

REPORT FROM TENANT REPRESENTATIVE

Human Services Advisory Committee

Mr. Eddy missed the last meeting so had no report.

General Reports

Mr. Eddy reported that the sidewalks at Wrights Village will need some repair after this winter. Some of the asphalt repairs made previously have broken apart. He also reminded the Board that exterior lighting in the visitors parking needs to be addressed and noted that the buildings will need to be power washed this year. Ms. Fields concurred.

COMMITTEE REPORTS

Development Committee

The Development Committee met on March 6, 2013. A Development Committee Charter was drafted and brought to the Board for review.

A motion was made by Mr. Simonsen and seconded by Ms. Ward to approve the charter as modified. Motion approved unanimously.

UNFINISHED BUSINESS

Section 8 Financing Update

Ms. Fields met with representatives from the Coventry, Chaplin, Willington, and Mansfield. Ashford did not send a representative.

Ms. Fields was informed on March 12, 2014 that the Chaplin Board of Selectman approved the request and sent it to the Board of Finance to be included in the budget presentation.

Matt Hart, Town Manager of Mansfield, requested that Ms. Fields speak to the Town Council at the March 24, 2014 meeting. Mr. Fields presented to the Council the reasons for requesting the funds, the cost reductions already taken, and the benefits this program provides to Mansfield and its residents.

Holinko Estates Solar Panel Project

Ms. Fields received information from Sunlight Solar that in the 2014 Small ZREC lottery that we are number 132. CL&P received 460 applications and is roughly estimating that it will be able to accept 250 applications. Things look promising.

Holinko Site Lighting Project

Ms. Fields stated that she told Sunlight Solar she was ready to start the Site Lighting project. Mr. Simonsen suggested that Ms. Fields contact CHFA regarding the monies that may be available through the new Affordable Housing Energy Efficiency Program (see below).

Executive Session

Real Estate

Ms. Fields asked the Chairman to request a vote to go into Executive Session in order to discuss a real estate proposal which contains privileged information. The Chairman requested a motion be made.

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to go into Executive Session and to invite Ms. Fields at 9:50 a.m. Motion approved unanimously.

The Board came out of Executive Session at 10:20 a.m.

NEW BUSINESS

Affordable Housing Energy Efficiency Program

The Governor signed an executive order creating this program funded by unspent money from the American Recovery and Reinvestment Act of 2009. There will be 10.8 million in the fund and Connecticut Housing Finance Authority (CHFA) will administer the program. It is to be used to fund energy conservation or renewable energy projects resulting in a minimum of a 20 percent reduction in energy use. Applicants must have a current mortgage with CHFA. The projects can range from high-efficiency heating and cooling systems to solar panels. The funds are expected to be awarded in 2014.

Ms. Fields suggested that these funds could pay for the planned solar panels at Holinko Estates and the installation of heat pumps for heating and cooling. Mr. Simonsen suggested that the lighting project at Holinko be added into this request.

MEETING DATE REVIEW

No Change

OTHER BUSINESS

None

ADJOURNMENT

The Chairperson declared the meeting adjourned at 10:30 a.m. without objection.

Dexter Eddy, Secretary

Approved:

Richard Long, Chairperson