

HOUSING AUTHORITY OF THE TOWN OF WETHERSFIELD
MINUTES – REGULAR MEETING
July 27, 2015

The Regular Meeting of the Board of Commissioners of the Housing Authority of the Town of Wethersfield was called to order at 6:30 p.m.

Commissioners Present:	George Kelly Samuel Spratlin Stephen Kirsche Levi Ofori
Commissioners Absent:	Michael Wrona
Others Present:	Cathy K. Forcier, Executive Director

Approval of Minutes:

Commissioner Kirsche moved to approve the minutes of June 8, 2015; seconded by Commissioner Ofori. Commissioner Kelly abstained; all other Commissioners voted in favor. So moved.

Communications:

Bradley, Foster & Sargent – June 30, 2015

Executive Director’s Report:

The Executive Director presented the following reports to the Commission: Maintenance, Finance, Tenant Selection and a Personal Report.

Ms. Forcier reported on the insurance excise tax expected in 2018 for “Cadillac plans”. She also suggested it be a good idea for her to obtain LIHTC training through NEAHMA prior to the renovation/redevelopment of the Adams Apartments.

Commissioner Kirsche moved to approve the bills list for June; seconded by Commissioner Spratlin. All Commissioners voted in favor. So moved.

Unfinished Business:

Updates.

2014 CHAMP 6 APPLICATION: Westfield Heights. The term sheet was received on July 3, 2015 with multiple errors but with email confirmation from the Deputy Commissioner of DOH agreeing to the changes, the WHA decided the risk was small and held the pre-construction meeting on July 9, 2015. Contracts were signed with the General Contractor and the paving contractor but had to wait on the insulation contractor

due to the new need for an abatement contractor. The GC will start with the roofs mid-August. Closing with DOH should occur in August.

CDBG Application. James Devlin Rehabilitation Project. There has been no decision yet on which applications will be funded in 2015.

Solar Heat. 64 Solar came out on June 23 to do their final measurements so the engineer can confirm the roof can handle the weight load of the equipment and snow. This is the final step before installation. The WHA legal counsel approved the final draft of the contracts.

501(c)3 Status Update. The WHA received the Acceptance of Business Filing from the State of CT Secretary of State's Office regarding the Housing Corporation of Wethersfield. The federal filing was waiting on authorization from board members to move forward but that was received today so the mailing will go out as soon as CULI receives the signature pages from the President.

New Business:

Quarterly Report of Police Activity on HA Property. The report was included in the packet. There are no unusual items.

Family Fun Night. Family Fun Night for Westfield Heights and Highvue Terrace residents was a great success. Everyone had fun and residents took advantage of all the tables of information available to them as well as the book give away. Commissioner Kirsche suggested if the event is held again that the WHA invite the youth sports teams' coaches.

Audit Report for 2014. Reports were presented at the board meeting. There were no audit findings.

PILOT for MR. State paid PILOT was not in the state budget effecting 16 housing authority properties. If not put back into the budget it would have meant a base rent increase of \$100 to fund this. The large amount is due to only eleven families paying base. Those paying greater than base plus \$100 would have no change. Thus the poorest would have had to fund this. However, language was added to the implementation bill such that the aide to municipalities includes PILOT on these properties. Towns can't additionally collect from the housing authority.

Review of Union Contract. A discussion was held on the contract.

Executive Session. Annual Review of Executive Director

Commissioner Spratlin moved to enter an executive session to discuss the annual review of the Executive Director; seconded by Commissioner Ofori. All Commissioners present voted in favor; so moved.

The board came out of Executive session at 7:32 p.m.

Commissioner Spratlin moved to approve a four percent pay increase for the Executive Director; seconded by Commissioner Ofori. All Commissioners present voted in favor; so moved.

Public Comment:

none

Commissioners' Comment:

Commissioner Ofori noted that the lawns were looking very good this year but stated the ivy is getting very overgrown in some locations of Westfield Heights. She also noted this will be addressed when the siding is replaced on the buildings.

Adjournment:

Commissioner Spratlin moved to adjourn the meeting; seconded by Commissioner Kirsche. All Commissioners present voted in favor; so moved. The meeting was adjourned at 7:50 p.m.

Respectfully submitted,

Cathy K. Forcier
Secretary/Executive Director

