

HOUSING AUTHORITY OF THE TOWN OF WETHERSFIELD
MINUTES – REGULAR MEETING
March 14, 2016

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

Approval of Minutes:

Commissioner Wrona moved to approve the minutes of January 11, 2016; seconded by Commissioner Spratlin. All Commissioners voted in favor. So moved.

Communications:

Bradley, Foster & Sargent – January 31, 2016 & February 29, 2016

Executive Director's Report:

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

Commissioner Spratlin moved to approve the bills list for February and March; seconded by Commissioner Wrona. All Commissioners voted in favor. So moved.

Unfinished Business:

Updates.

2014 CHAMP 6 APPLICATION: Westfield Heights. Ms. Forcier reported that as of 3/2/16 siding and windows are done on 61 buildings. Kitchen and bathroom floors have been abated and new floors installed in 44 units. In those same 44 units the kitchen cabinets, sink, faucet and exhaust fans, bathroom tub, surround, toilet, sink and faucet have been replaced. Painting has also been done in those units in kitchens, baths and window trim. Hot water heaters have been replaced in 131 units, furnaces in 83 units along with the gas valves. Smoke detectors have been replaced in 132 units. Bath exhaust fans are done in 130 units. All sidewall and attic insulation is complete. Basement insulation is completed in 14 units.

Closing paperwork was signed by the AG and Attorney Lee Johnson recorded the documents on the land records. DOH is waiting on the receipt of the documents from their attorney and until they receive them the DOH staff cannot sent the payment requisitions up to DECD. One subcontractor is threatening to walk off the job as the GC hasn't paid him since 1/8/16.

UI is processing a progress payment on the energy rebates.

CDBG Application. James Devlin Rehabilitation Project. All CDBG projects were on hold due to a new regulation on set-asides. CHRO since decided this set-aside doesn't apply to CDBG projects. The bid packets are being put together so we should be able to go out to bid in March.

Solar Heat. On March 7 installation at the Fuller Apartments began. 47 Lancaster installation is complete. The installation of solar on the administration building is ongoing. The two units on Boardman Terrace will wait until confirmation of the roof warrantee is obtained by the GC.

PILOT for MR. A meeting was held on 2/29 with the town budget and finance committee. Commissioner Kelly and Director Cathy Forcier were present to explain the issues regarding the PILOT on the Highvue Terrace property.

New Business:

Quarterly Police Report of Activity. Ms. Forcier reviewed the report in the meeting packet.

Write Off of Uncollectible 2014 Tenant Accounts. Commissioner Spratlin moved to approve writing off the uncollectible 2014 tenant accounts but to continue efforts to collect; seconded by Commissioner Wrona. All Commissioners present voted in favor; so moved.

Commissioner Wrona moved to amend the agenda to add an executive session to discuss recent litigation strategies; seconded by Commissioner Spratlin. All Commissioners voted in favor; so moved.

Commissioner Spratlin moved to go into executive session; seconded by Commissioner Wrona. All Commissioners present voted in favor; so moved.

Public Comment:

none

Commissioners' Comment:

Commissioner Ofori reported on a complaint from a tenant at the Highvue Terrace property and on the noise the children were making on Saturday while playing around the storage containers and equipment. She reported her daughter called the police. She also reported that tree removal contractors laughed at a tenant who was concerned about squirrels. Ms. Forcier agreed that that should not have occurred but also reported that the tenant had mistreated the contractor, the maintenance crew leader and herself.

Adjournment:

Commissioner Spratlin moved to adjourn the meeting; seconded by Commissioner Wrona. All Commissioners present voted in favor; so moved. The meeting was adjourned at 7:45 p.m.

Respectfully submitted,

Cathy K. Forcier
Secretary/Executive Director

