

Minutes

The Commissioners of the Housing Authority of the City of Willimantic met in a special meeting at the Housing Authority offices, 49 West Avenue, Willimantic, Connecticut at 7:00 p.m. on Wednesday, March 30, 2016. The meeting was called to order by the Chairman. Upon roll call, those present and absent were as follows:

PRESENT	ABSENT
John Naumec	
Linda Stevens	
Jean Gaskin	
John Schwenk	
Michele Nahas	

The Minutes of the previous meeting were accepted as read. John Schwenk abstained due to his absence of that meeting.

CORRESPONDENCE:

3/2/16 WHA, Notice to Residents of Jonathan Trumbull Terrace and Father Honan Terrace regarding base rent increase.

3/2/16 WHA, Notice to Residents of Terry Court and Eastman Terrace regarding base rent increase.

Undated WHA and Marcella Eastman Curran Terrace, Resident Participation Plan.

2/29/16 WHA, Letter to KONE, Inc. concerning conditions of the elevators at John Ashton Towers.

2/29/16 NAHRO Monitor.

3/3/16 WHA, Letter to Residents of Federal, Low Income Public Housing regarding Capital Fund Needs and resident concerns.

3/15/16 State of CT, Dept. of Housing, Authorization of Pre-Development Loan for Jonathan Trumbull Terrace.

PUBLIC TIME:

Desmond VonBora, resident of Jonathan Trumbull Terrace was present. No one from the public spoke.

EXECUTIVE DIRECTOR'S REPORT:

The report of the Executive Director is attached herewith and hereby made a part of these minutes.

Resolution #3925

The following resolution, #3925 was introduced by Commissioner Gaskin, read in full and considered:
BE IT RESOLVED: That the following Voucher Checks are approved as paid:

Project Conn 10-1-2-5	Transfer to COF	\$ 50,000.00
	Transfer to COF	\$ 65,751.74
Project MR-7	Transfer to COF	\$ 24,693.71
Project MR-34	Transfer to COF	\$ 49,200.84
Project MR-50 Section 8	Transfer to COF	\$ 43,890.47
Project E-22	Transfer to COF	\$ 11,695.68
Project E-87	Transfer to COF	\$ 12,860.38
	Correct Deposit	\$ 599.95

Central Office Fund #13605 - 13828

Commissioner Gaskin moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Stevens and upon roll call, the "Ayes" and "Nays" were as follows:

"AYES"	"NAYS"
John Naumec	None
Jean Gaskin	
Linda Stevens	
John Schwenk	
Michele Nahas	

The Chairman thereupon declared said motion carried and said resolution adopted.

Resolution #3926

The following resolution, #3926 was introduced by Commissioner Schwenk, read in full and considered:

BE IT RESOLVED: That the Annual Plan/Five Year Plan of the Housing Authority of the City of Willimantic for the Fiscal Year July 1, 2016 through June 30, 2017, including the Annual Statement of the Capital Fund Program for Fiscal Year beginning July 1, 2016 and the Capital Fund Five Year Action Plan is hereby approved for submission to the United States Department of Housing and Urban Development.

Commissioner Schwenk moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Stevens and upon roll call, the "Ayes" and "Nays" were as follows:

"AYES"	"NAYS"
John Naumec	None
Jean Gaskin	
Linda Stevens	
John Schwenk	
Michele Nahas	

The Chairman thereupon declared said motion carried and said resolution adopted.

Resolution #3927

The following resolution, #3927 was introduced by Commissioner Schwenk, read in full and considered:

BE IT RESOLVED: That the following Vacated Tenants Accounts Receivable for Nathan Hale Terrace, Wilbur Cross Apartments, and John Ashton Tower be written off the books of the Authority as of June 30, 2016.

CONN 10-1-2-5

01-15	Mendez, Yolanda	\$1,309.35
68-23	Vasquez, Belmarie	\$ 70.77
93-09	Norris, Bobbielee	\$ 811.13
114-05	Bettinson, Dorothy	\$ 432.00
140-08	Delvalle, Roberto	\$ 299.50
181-02	Solomon, Linda	\$ 190.40
218-03	Zuniga, Ruperto	\$ 366.93
205-03	Espada, Jose	\$ 6.67
241-05	Prescott, Judith	\$ 160.89
		<u>\$3,647.64</u>

Commissioner Schwenk moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Gaskin and upon roll call, the "Ayes" and "Nays" were as follows:

"AYES"
John Naumec
Jean Gaskin
Linda Stevens
John Schwenk
Michele Nahas

"NAYS"
None

The Chairman thereupon declared said motion carried and said resolution adopted.

Resolution #3928

The following resolution, #3928 was introduced by Commissioner Schwenk, read in full and considered:

BE IT RESOLVED: That the following Vacated Tenants Accounts Receivable for Terry Court be written off the books of the Authority as of June 30, 2016.

MR 7

52-20	Velasquez, Jessica	\$ 519.53
15-11	Williams, Shanail	\$2,849.54
12-16	Strede, Holland	\$ 60.55
57-16	Bouchard, Courtney	\$1,795.35
7-16	Gusman, Carmen	\$ 308.47
26-17	Simpson, Holly	\$ 11.76
22-19	Ortiz, Cynthia	\$1,313.31
56-16	Beaz, Carlos	<u>\$1,035.28</u>
		\$7,893.79

Commissioner Schwenk moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Gaskin and upon roll call, the "Ayes" and "Nays" were as follows:

"AYES"
John Naumec
Jean Gaskin
Linda Stevens
John Schwenk
Michele Nahas

"NAYS"
None

The Chairman thereupon declared said motion carried and said resolution adopted.

Resolution #3929

The following resolution, #3929 was introduced by Commissioner Schwenk, read in full and considered:

BE IT RESOLVED: That the following Vacated Tenants Accounts Receivable for Marcella Eastman Curran Terrace be written off the books of the Authority as of June 30, 2016.

MR 34

70-12	Rodriguez, Jonathon	\$1,489.37
119-7	Rivera, Joel	\$ 30.02
143-7	Escribano, Madelyn	\$1,782.68
112-11	Diaz-Flores, Luis	<u>\$ 835.67</u>
		\$4,137.74

Commissioner Schwenk moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Gaskin and upon roll call, the "Ayes" and "Nays" were as follows:

"AYES"	"NAYS"
John Naumec	None
Jean Gaskin	
Linda Stevens	
John Schwenk	
Michele Nahas	

The Chairman thereupon declared said motion carried and said resolution adopted.

Resolution #3930

The following resolution, #3930 was introduced by Commissioner Schwenk, read in full and considered:

BE IT RESOLVED: That the following Vacated Tenants Accounts Receivable for Jonathan Trumbull Terrace be written off the books of the Authority as of June 30, 2016.

E 22

28-7	Gauthier, Cynthia	<u>\$375.14</u>
		\$375.14

Commissioner Schwenk moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Gaskin and upon roll call, the "Ayes" and "Nays" were as follows:

"AYES"	"NAYS"
John Naumec	None
Jean Gaskin	
Linda Stevens	
John Schwenk	
Michele Nahas	

The Chairman thereupon declared said motion carried and said resolution adopted.

Resolution #3931

The following resolution, #3931 was introduced by Commissioner Nahas, read in full and considered:

BE IT RESOLVED: That the Admissions and Continued Occupancy Policy adopted in its entirety as attached.

Commissioner Nahas moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Stevens and upon roll call, the "Ayes" and "Nays" were as follows:

"AYES"	"NAYS"
John Naumec	None
Jean Gaskin	
Linda Stevens	
John Schwenk	
Michele Nahas	

The Chairman thereupon declared said motion carried and said resolution adopted.

Resolution #3932

The following resolution, #3932 was introduced by Commissioner Schwenk, read in full and considered:

BE IT RESOLVED: That the Admission and Continued Occupancy Policy and the Section 8 Administrative Plan of the Willimantic Housing Authority is hereby amended to reflect the attached schedule of Income Limits for the Section 8 Program, Federal Housing Programs, State Moderate Income Family Developments, and State Elderly Complexes.

Commissioner Schwenk moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Nahas and upon roll call, the "Ayes" and "Nays" were as follows:

"AYES"	"NAYS"
John Naumec	None
Jean Gaskin	
Linda Stevens	
John Schwenk	
Michele Nahas	

The Chairman thereupon declared said motion carried and said resolution adopted.

Resolution

The following resolution, to consider proposals for qualified consultants to perform Modernization Consulting Services on an as-needed basis was not available for this board meeting.

Resolution #3933

The following resolution, #3933 was introduced by Commissioner Stevens, read in full and considered:

BE IT RESOLVED: That the Resident Participation Plan between the Housing Authority and the Residents of Marcella Eastman Curran Terrace be adopted as included in the correspondence of this meeting.

Commissioner Stevens moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Gaskin and upon roll call, the "Ayes" and "Nays" were as follows:

"AYES"	"NAYS"
John Naumec	None
Jean Gaskin	
Linda Stevens	
John Schwenk	
Michele Nahas	

The Chairman thereupon declared said motion carried and said resolution adopted.

Discussion:

The Board discussed the possibility of Project Basing some of its Section 8 Vouchers to allow an for increases in rents at some of the State Housing Developments, while continuing affordability for its existing residents. We also discussed this option to assist the developer for the Hurley Building.

EXECUTIVE SESSION:

The Board went into executive session to discuss employee and tenant issues at 7:55 PM. The Board returned to regular session at 8:02 PM.

OTHER BUSINESS:

The Executive Director discussed the redevelopment of Marcella Eastman Curran Terrace, including the notification she received from the Environmental Consultant that lead based paint was found on the exterior of the units. The CHFA board meeting is scheduled for March 31st to announce who was chosen in the 9% LIHTC funding round.

Proposals are currently being accepted from appraisers to perform a "Rent Comparability Study" at Hevrin Terrace as a requirement of the U.S. Department of Housing and Urban Development.

The Executive Director discussing seeking further funding for the redevelopment of Hevrin Terrace possibly through the CHAMP 9 founding round. The board was supportive.

It was suggested that Executive Session be moved to the last item on the Agenda prior to the closing of the meeting.

PUBLIC TIME:

No one from the public was present.

There being no further business to come before the Board, it was moved, seconded, and carried that the meeting adjourn. The Chair thereupon declared the meeting adjourned at 8:10 p.m.

Respectfully submitted,

Kim Haddad
Secretary