

Minutes

The Commissioners of the Housing Authority of the City of Willimantic met in a regular meeting at the Housing Authority offices, 49 West Avenue, Willimantic, Connecticut at 7:00 p.m. on Wednesday, September 28, 2016. The meeting was called to order by the Chairman. Upon roll call, those present and absent were as follows:

PRESENT
John Naumec
Linda Stevens
Jean Gaskin
Michele Nahas

ABSENT
John Schwenk

The Minutes of the previous meeting were unanimously accepted as read.

CORRESPONDENCE:

9/15/2016 WHA, Letter to Hevrin Terrace residents,
Renovations Scheduled.

9/15/2016 CT, Dept of Labor, MEUI Contract has been
settled.

9/09/2016 WHA, Letter to Ashton Tower and Wilbur Cross
Residents, Safety Concerns.

9/11/2016 N. Martinez, Concerned family member of a
resident of Ashton Towers addressing safety.

PUBLIC TIME:

Several residents and their relatives of John Ashton Towers and Wilbur Cross Apartments expressed their concerns regarding security issues at the buildings they reside in.

Christopher Shepard of the Willimantic Police Force address the Board to notify them that he had concerns with safety issues and would be available to work with the Willimantic Housing Authority to improve the situation.

State Representative, Susan Johnson addressed the public, expressing her concerns and offering to work with the

Willimantic Housing Authority to review the security situation and possible funding sources.

A resident of Jonathan Trumbull Terrace expressed concerns with the upkeep of this property.

EXECUTIVE DIRECTOR'S REPORT:

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

Resolution #3956

The following resolution, #3956 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	\$106,010.16
Project MR-7	Transfer to COF	\$ 20,771.84
Project MR-34	Transfer to COF	\$ 25,394.16
Project MR-50 Section 8	Transfer to COF	\$ 48,543.29
Project E-22	Transfer to E87	\$ 7,206.21
Project E-87	Transfer to COF	\$ 9,681.98
Central Office Fund		#15180 - 15400

Commissioner Gaskin 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	
Michele Nahas	

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

Resolution #3957

The following resolution, #3957 was introduced by Commissioner Stevens, read in full and considered:

BE IT RESOLVED: That the proposals for qualified consultants to perform Modernization Consulting Services on an as-needed basis, which will include, but are not limited to, consultation and work related to administration and technical services required to administer all aspects of the Housing Authority's Federal and State Modernization Programs having been received and considered:

Consultant Services:

Community Planners, LLC
Meriden, CT

7 Summits Construction
Hartford, CT

MAPPlan Partners, Inc.
New Haven, CT

That the proposal of Community Planners, LLC of Meriden, Connecticut, is hereby accepted and the Executive Director is authorized and directed to enter into a contract with Community Planners, LLC, .

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	
Michele Nahas	

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

Resolution #3958

The following resolution, #3958 was introduced by Commissioner Gaskin, read in full and considered:

BE IT RESOLVED: That the Admissions and Continued Occupancy Policy be modified as follows:

Section 9.7 Notification of Negative Action

Remove: Any applicant whose name is being removed from the waiting list will be notified by the Willimantic Housing Authority, in writing, that they have ten (10) business days from the date of the written correspondence to present mitigating circumstances or request an informal review.

Add: Any applicant whose name is being removed from the waiting list will be notified by the Willimantic Housing Authority, in writing, that they have fourteen (14) days from the date of the written correspondence to present mitigating circumstances or request an informal review.

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	
Michele Nahas	

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

Resolution #3959

The following resolution, #3959 was introduced by Commissioner Nahas, read in full and considered:

BE IT RESOLVED: That the Commissioner Stevens and Commissioner Nahas be authorized to attend the National Nahro Conference in New Orleans, Louisiana in October 2016.

Commissioner Nahas 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	
Michele Nahas	

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

Resolution #3960

The following resolution, #3960 was introduced by Commissioner Nahas, read in full and considered:

BE IT RESOLVED: That Kim Haddad be the authorized as the Enterprise Income Verification (EIV) Coordinator for the Housing Authority programs.

Commissioner Nahas 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	
Michele Nahas	

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

Discussion:

Kim Haddad shared a proposal she received from Securitas of Stamford, Connecticut, to replace the existing security camera system at John Ashton Towers and Wilbur Cross Apartments. The proposal also includes adding additional cameras at all the main entrances and relocating the recording devices to the main office. She also intends to continue the security patrol currently in place. Additionally she is scheduled to meet with the Police Chief, Roberto Rosado to identify any other safety measures that can be taken to secure the building. She will also coordinate a meeting with the residents and the police department.

EXECUTIVE SESSION:

The Board went into executive session to discuss employee and tenant issues at 8:10 PM. The Board returned to regular session at 8:45 PM.

PUBLIC TIME:

A resident from Jonathan Trumbull reiterated his concerns regarding the maintenance of that property.

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 8:52 p.m.

Respectfully submitted,

Kim Haddad
Secretary