

Attending: Chairman Josh Howroyd
Robert Shanbaum – arrived at 6:35 pm
Flora Jimenez
Carol Shanley – Arrived at 6:25 pm
Patrick Barder, Executive Director

Absent Paul Rubin

I. Call to Order

Chairman Howroyd opened the meeting of the Manchester Housing Authority at 6:05 pm and welcomed residents of Mayfair Gardens. Chairman Howroyd introduced the members of the Board and indicated that we do not have a quorum but will open the meeting to public comments.

II. Public Comments – *These minutes are intended to be an overview of the comments made and are not necessarily verbatim.*

Ms. Lisa Periziello 259 A Main Street addressed the Board.

She asked what residents should do when an alarm in a unit goes off and who should be calling 911. She explained sometimes the alarm goes off when a cat plays with the alarm string. If an alarm goes off in one of the efficiency units all the lights go on over the doors and you can't tell which unit has the emergency.

Ms. Martha Bertrand spoke and she indicated this issue has been a topic of discussion at the residents meetings. She indicated this has been occurring more frequently than in the past. The alarms are frequently checked by the 8th Utilities District Fire Department. She suggested that if an alarm goes off and you knock on the door and get no response then 911 should be called.

Ms. Periziello also indicated she is having a problem with bugs in her unit and asked if her unit could be sprayed. She indicated that it was not an issue in the past but lately it is awful. Chairman Howroyd indicated this has been the year for bugs. The dampness from the rain in May and June and now with the extreme heat – bugs are more prevalent. Mr. Barder said units have been sprayed but if residents want to place ant traps to just call the office and they will be provided.

Mr. Don James 231 B Main Street addressed the Board.

Mr. James shared recently he had a policeman knock at his door asking if he was okay. His cat had pulled on the emergency cord and the alarm went off, it was turned off but someone had called the police. He is concerned that we will start being charged for these unnecessary calls. Mr. Barder indicated that Mayfair has had too many 911 calls. He asked that residents check on their neighbors and determine if they need emergency assistance before automatically calling 911. He shared he knows of communities that get billed for erroneous 911 calls.

Ms. Judy Taylor 293 B Main Street addressed the Board.

Ms. Taylor shared Mayfair needs to have a process place for when to call 911. Since she is the resident representative she has had several residents ask her what they need to do in an emergency.

Ms. Bertrand indicated it will be discussed and procedures will be written up as to what residents should do in the event of a true emergency.

Ms. Taylor also mentioned an issue with pets.

Residents are allowed to have pets but she asked what can be done about visitors bringing their pets and leaving them tied up outside. Are the pets safe to be around strangers, have they had their shots – she asked what can be done about this.

Ms. Taylor also commented about the noise emanating from several of the units. She knows that several residents have been spoken to about keeping the volume down and it is okay for a short time but then it

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goes right back up. It needs to stop. Ms. Taylor also mentioned the parking permits and asked if a resident has an overnight guest where should they park so they won't be towed.

Mr. Barder shared the noise issue is being addressed. He also said parking permits will be issued to residents and should a resident have an overnight guest, residents need to notify Ms. Bertrand and she will issue a parking pass.

Ms. Bertrand asked residents to call the office and leave a message telling her they will be having an overnight guest.

Ms. Dawn McCrea 275 C Main Street addressed the Board.

Ms. Dawn voiced her concern about resident safety. Non-residents walk through the complex at all hours of the day and night. She had to call the police one night because she thought someone was breaking into her apartment.

Chairman Howroyd shared residents should be mindful of their own personal safety. There is nothing that the housing authority can do about people walking through the complex. We have asked the police department to have a cruiser park in the lot when officers are doing their paper work and this may help deter people from walking through. Due to the hard financial times with housing authorities nationwide we do not have the availability of funds to make some of the improvements that we had planned.

Mr. Barder explained once MHA gets capital funding there are two immediate projects that will be done. Here are Mayfair Gardens we plan to complete the remaining patios in the complex. The next project will be to build a fence/barrier at the back of the property which will help eliminate non-residents from cutting through. At West Hill Gardens we will complete renovating the bathrooms to be handicapped accessible.

Mr. Barder also addressed the issue raised about safely being able to walk around the complex.

Ms. Bertrand commented this issue has been brought up at the block watch meetings and she has asked the police department if officers could park in their lots when they are doing their written reports.

Ms. Cindy Parkington 255 B Main Street addressed the Board.

Ms. Parkington shared she wants residents to be mindful of walking around. She used to feel comfortable walking around the block but she is no longer comfortable.

Chairman Howroyd closed the public comments at 6:35 pm.

A. Discussion of Public Comments - None

III. Adoption of Minutes – Meeting of June 19, 2013

Chairman Howroyd called for a motion to approve the minutes of the June 19, 2013 meeting.

Mr. Shanbaum moved to accept the minutes as written. Ms. Jiminez seconded. Motion passed 4-0.

IV. Correspondence

Mr. Barder spoke about the CONN NAHRO Conference that is coming up. He asked Board members if they are interested in attending to let him know and he will make the reservations.

Mr. Barder reported that REAC will be here to do an inspection of West Hill Gardens on October 18. They will be here for one day and if they find any health and/or safety violations MHA will be notified within 48 hours. MHA will then have 48 hours after the notice is received to correct the violations. Their final report will be made available within a week of the inspection.

Mr. Barder shared he has received the Capital Assessment reports for the Congregate and Spencer Village. These reports would have cost MHA about \$150,000. The report has detailed work that needs to

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be done at both the complexes. If funds become available, MHA will be able to these reports to a contractor to get bids on the work highlighted in the reports. He went on to say MHA would have to take out a loan to cover the cost. Rents would have to be increased to cover the cost repaying this loan.

Chairman Howroyd added that The State is trying to get out of the subsidized housing business and they are looking for housing authorities to be self sufficient. They are asking HA's to figure out a plan of action going forward on how we want these units to function and may provide Capital resources to make the improvements but it may require MHA to re-think how these units are structured. Are they all going to be affordable units, are some going to be market rate, in other words how can these units be self sufficient financially over the long haul. We may have to look at consolidating some of the small units to make larger units to accommodate families. Many of the units have met their useful life and need some major repairs.

V. Accounts Payable

Mr. Barder reviewed the financial report and noted on the Congregate Balance sheet the line item under Liabilities and Equities section and the \$99K. We have settled all the debts and noted that we will have paid back the debt by October this year.

VI. Executive Director's Report

VII. Chairman's Report

Chairman Howroyd shared that he and Mr. Barder recently attended the NERC NAHRO conference in Vermont. Many of the discussions stemmed around how housing authorities in the region were dealing with the financial crisis.

VIII. Old Business

Mr. Barder mentioned the issue discussed at the last board meeting regarding the cleanliness in the laundry rooms at West Hill Gardens. Residents are not cleaning up after themselves.

He also shared that although the cost of using the machines is set by MacGray that MHA is supposed to be receiving some kind of subsidy for having the machines on the premises for utility costs.

IX. New Business

Mr. Barder reported we still do not know what kind of financial support we will be receiving on a State or Federal Level. He did prepare the 2013 and used "fake" numbers in the report at HUD's request. The annual plan includes completion of the patios at Mayfair Gardens; renovating bathrooms at West Hill Gardens to make them handicapped accessible.. If there is any other money available the plan is to construct a wall/barrier at the rear of Mayfair complex to prevent non-residents from cutting through the property from North Street.

A board member asked what the cost is to renovate the bathrooms to make them handicapped accessible and Mr. Barder indicated it costs about \$2,300 for each bathroom to be converted.

Anyone that has put in a reasonable accommodation request for a renovated bathroom will be put first on the list once funds becomes available.

Ms. Shanley moved to approve Resolution 2013-4 the 2013 Annual Plan. Mr. Shanbaum seconded. Motion passed 4-0.

Chairman Howroyd mentioned he wanted to give the Board an update on the MARC issue that was discussed at the last Board Meeting. MHA has received an opinion from Attorney David Barry regarding having a group house on subsidized properties. HUD said they did not have any record of granting a waiver allowing a Group Home and they simple do not allow it. Some alternatives were suggested and

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they were to consider using a Section 8 project specific voucher that would be tied to MARC. MHA would have to have a sub-section in their Administrative Plan that clearly outlines such a project.

Mr. Shanbaum shared the important thing now is HUD does not allow this kind of thing in public housing. Chairman Howroyd stated we need a new process in place to make some Section 8 units as a group facility.

Mr. Barder shared this means that MHA would only be providing housing assistance funds for Section 8 landlords. Clearly there is no "head of household" with these group home units. Chairman Howroyd indicated it may take some time to transition these over and MHA will be meeting with MARC to discuss this in detail the project based voucher for Section 8.

The bottom line is that HUD wants this solved.

X. Items for Future Agenda

Washing machines and laundry rooms

XI. Executive Session

Chairman Howroyd called for a motion to go into Executive Session. Ms. Jimenez moved to go into Executive Session at 7:45 pm. Mr. Shanbaum seconded and motion passed 4-0.

Ms. Jimenez moved to terminate Executive session @ 8:15 pm. Mr. Shanbaum seconded. Passed 4-0

XII. Adjournment @ 8:16 PM

CHAIRMAN

ATTEST: _____