

Attending: Chairman Josh Howroyd
Robert Shanbaum
Flora Jimenez
Carol Shanley
Patrick Barder, Executive Director

Absent Paul Rubin

I. Call to Order

Chairman Howroyd opened the meeting at 6:08 PM and welcomed the residents of West Hill Gardens.

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

Mrs. Evelyn Babella 12 Bluefield Drive addressed the Board.

Mrs. Babella asked everyone to remember 9-11. She commented that the bushes were looking very shabby and now have been trimmed and are looking better. Mrs. Babella asked why MHA is sending money mailing rent receipts to residents, it is a waste of money, residents know what their rent is and to be mailing all these things to residents is wasteful. We should be saving the money for other things. She asked why we are now allowing Section 8 people in this complex. This complex used to be for seniors and handicapped only. She does not want this complex to end up like Squire Village with all the problems. This complex used to look like a garden, very pristine and now it does not. She hopes something can be done.

Mr. Martin Baser 27K Bluefield drive addressed the Board.

Mr. Baser stated he wants the Board to know about the problems with the towing company – Jay's Auto Body. This company is nasty especially to women; the drivers pick on women and make threats to family members. The company is hiring bullies, they are pushing senior citizens around. He does not understand why their towing fees are \$126, cash only, credit cards are not accepted. Mr. Baser said he does not have a problem with cars being towed but several times cars with stickers were towed. He also asked why the trucks have to come around at 2, 3, 4 o'clock in the morning.

Chairman Howroyd thanked Mr. Baser for making the Board aware of these issues.

Mr. Baser commented he did call the police about the harassment and the police told him it was a personal matter and they will not get involved in issues of this nature.

Mr. Wayne Madden 28 G Pascal Lane addressed the Board.

Mr. Madden asked for the name of the towing company for his reference. He did comment that landscaping trailers were towed away from Pascal Lane but it was a misunderstanding and the trailers were returned.

Mr. Ron Tourville 80 Bluefield Drive addressed the Board.

Mr. Tourville asked if something could be done about residents that use charcoal grills and keep them close to the building. It could cause a fire and the smoke from the grills enters the units. He asked if anyone has looked at the sump pump in his building as it is getting louder and louder. The basement has flooded several times, residents have lost belongings and some of them are still in the basement. He mentioned that the insulation on some of the pipes is falling down off the pipes. Mr. Tourville commented about dogs barking when residents are walking around the complex.

Chairman Howroyd closed the public comments at 6:25 pm.

A. Discussion of Public Comments

CORPORATE MINUTES | 2013

**MANCHESTER HOUSING AUTHORITY
BOARD OF COMMISSIONERS**

Mr. Barder spoke about the issues raised about cars being towed. There were a few cars that were erroneously towed; one was a rental car that did not have a sticker on the window. Two others were towed because the windows were rolled down and the parking sticker could not be seen.

Ms. Jimenez commented about the noise with the towing trucks. She shared the tow trucks drive around at 10:30, 1:30 and 3:00 in the morning and the truck is very noisy. She does understand that violators need to be towed but she asked if something can be done about the noise.

Mr. Shanbaum commented he wants residents to be able to enjoy the peace and quiet.

Mr. Barder said he will speak to the towing company.

Regarding comments about charcoal grills and a noisy sump pump, Mr. Barder said the grills are not a problem and sump pump has been checked and is working fine.

Mr. Barder shared he spoke with the town engineer and was told by him there are no laws governing mold remediation. MHA cannot be cited for a health and safety violations for mold. He went on further to say that if any resident has a problem with mold that maintenance does take care of it.

III. Adoption of Minutes – Meeting of August 21, 2013

Chairman Howroyd asked for a motion to approve the minutes of the August 21 meeting. Motion was made by Mrs. Shanley to approve the minutes as presented. Mrs. Jimenez seconded. Motion was passed 4-0 Chairman Howroyd called for a motion to approve the minutes of the August 21, 2013 meeting.

IV. Correspondence

Termination of Garbage Rebate –

Mr. Barder shared the letter from the Town of Manchester letting MHA know they will no longer be receiving the rebate for garbage pickup. Chairman Howroyd asked Mr. Barder to be sure that the scattered sites were not included in this exclusion.

Matching Funds for Connecticut Preservation Grants –

Mr. Barder stated he has requested \$25K for Spencer Village and \$25K for the Congregate for much needed repairs. He did speak with Webster Bank and our application is being looked at. Mr. Barder said that MHA could use COCC cash because it is not federal funds to back the loans. He is waiting to hear back from HUD as to whether or not COCC funds can be used. A question was asked about \$5,000 grants and Mr. Barder said they do not have to have matching grants.

Chairman Howroyd said it makes sense to request \$25K as more improvements can be done.

Mr. Shanbaum asked about the balance in the COCC account and Mr. Barder reported approximately \$214K is in the account.

Mr. Barder asked if the Board wants him to proceed if HUD approves it.

Federal Operating Budget Resolution –

Mr. Barder explained that while the operating budget numbers have not been released MHA still needs to submit an Operating Budget for FY2014. So MHA has created a 2014 Operating Budget using the same figures as last year. The Operating Budget for 2014 needs to be submitted in the next two weeks.

Cox Rebates –

Mr. Barder reported that Cox Communications rebates MHA on a quarterly basis for cable use by the residents. Rebates are broken out by complex and those refunds go into the Resident Participation Account and those monies are used for resident activities

CORPORATE MINUTES | 2013

**MANCHESTER HOUSING AUTHORITY
BOARD OF COMMISSIONERS**

V. Accounts Payable

Mr. Barder reviewed the AP report.

VI. Executive Director's Reports

Mr. Barder reviewed the financial reports through August. Mr. Barder added we are doing what we can to keep expenses down.

Management Reports –

Mr. Barder reviewed the management reports with particular emphasis on projected PHAS scoring.

VII. Chairman's Report – None

VIII. Old Business - None

IX. New Business

Approval of Management Plan – CT State Elderly – Resolution 2013-11

Mr. Barder stated the Management Plan is for Spencer Village and needs to be signed by Chairman Howroyd. Mr. Shanbaum asked about the figures on the report and Mr. Barder explained that the totals do not reflect the \$40K from Santoro. If MHA is granted this it will all go into the Reserve/Replacement fund. Motion was made by Mr. Shanbaum to approve the Management Plan for CT State Elderly, Resolution 2013-11. Mrs. Shanley seconded. Motion passed 4-0.

Federal Operating Budget Resolution 2013-10

Mr. Barder shared we are using last year's figures used in this resolution because we have not received any numbers from the Federal Government. Should they become available we will amend the resolution. Motion was made by Mrs. Jimenez to approve Resolution 2013-10 Federal Operating Budget. Mrs. Shanley seconded. Motion passed 4-0.

Authorization for RFP for Architecture Resolution 2013-14

Mr. Barder explained that MHA received \$150K from the State of Connecticut to look at needed repairs for the Spencer Village complex and the Congregate. The next step is to attain architectural services to create a detailed design, engineering services to review the cost of these projects and get figures from a general contractor. He reported that another Housing Authority had a similar grant and the figures did not reflect the prevailing wage rates and the DOL is against this kind of practice. After a lengthy discussion by the Board it was determined that MHA will be sure that prevailing wage rates are used because we don't want to undertake a project of this size and realize we are short funds to finish the project. Motion was made by Mr. Shanbaum to authorize the Executive Director to solicit and RFP for and Architectural firm. Mrs. Shanley seconded. Motion passed 4-0.

CORPORATE MINUTES | 2013

**MANCHESTER HOUSING AUTHORITY
BOARD OF COMMISSIONERS**

2014 Salary Schedule Resolution 2013-15

Mr. Barder reviewed with the Board the proposed salary changes for 2014. Motion was made by Mrs. Jimenez to approve the 2014 Salary Schedule Resolution 2013-15. Mr. Shanbaum seconded. Motion passed 4-0.

Chairman Howroyd asked for a motion to add to the agenda item Matching Funds for CT Preservation Grants. Motion was made by Mr. Shanbaum to add to the agenda Resolution 2013-16 Matching Funds for CT Preservation Grants. Mrs. Shanley seconded. Motion was passed 4-0. Mr. Shanbaum moved to approve, if granted by the State of Connecticut, Resolution 2013-16 Matching Funds for CT Preservation Grants. Mrs. Shanley seconded. Motion passed 4-0.

Mrs. Jimenez asked to speak to the Board regarding her term of service with the MHA. First she wanted to thank the Board for their understanding and compassion with the recent family issues that she has endured. She does not feel that she can be of service to this Board in light of some new personal issues that have arisen.

Chairman Howroyd thanked Mrs. Jimenez for her service to this Board and stated she has been a great contribution to MHA. He went on further to explain that her term expires this year and rather than resign would it be possible for her to complete her term which ends in November.

Mr. Shanbaum shared that Mrs. Jimenez has been a real asset to this Board and thanks her for her commitment.

Mrs. Jimenez said she would complete her term.

X. Items for Future Agenda - Chairman Howroyd asked for items to be forward to both he and Mr. Barder.

XI. Executive Session –

Motion was made by Mrs. Jimenez to move to Executive Session at 8:24 PM. Mr. Shanbaum seconded. Motion was passed 4-0.

Motion was made to adjourn Executive Session by Ms. Shanley @ 9:45 PM. Seconded by Mrs. Jimenez. Motion passed 4-0.

XII. Adjournment

Motion was made by Ms. Jimenez to adjourn the meeting at 9:47 PM. Ms. Shanley seconded. Motion passed 4-0.

CHAIRMAN

ATTEST: _____