

CORPORATE MINUTES
MANCHESTER HOUSING AUTHORITY
BOARD OF COMMISSIONERS

2013

Attending: Chairman Josh Howroyd
Paul Rubin
Carol Shanley
Patrick Barder, Executive Director

Absent Flora Jimenez

I. Call to Order

Chairman Howroyd opened the meeting at 6:05 pm and welcomed the residents of Mayfair Gardens.

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

Ms. Kathryn Swack 194 North Elm Street addressed the Board.

Ms. Swack shared she is a new resident on North Elm Street and she asked if there is assigned parking at this complex. She requested the lines be repainted because they are very faint or non-existent. Most of the residents seem to have a space they continually use. Ms. Swack also commented about snow removal and she paid to have someone come and shovel out her space only to have someone else take that space when she went out. She also reported there is a car with a flat tire and the resident does not drive.

Ms. Martha Bertrand, resident coordinator, indicated the parking spaces are not assigned and they do need to be relined.

Mr. Barder indicated that something will be done.

Ms. Sherri Boucher 239 B North Main Street addressed the Board.

Ms. Boucher asked about the patios at Mayfair Gardens. She indicated that residents facing Main Street have gotten their patios but those residents along North School Street have not. Bushes and shrubbery planted by residents was cut down and not replaced. She requested notification when maintenance is going to cut the grass so residents can remove their furniture before they cut the grass.

Chairman Howroyd said that the goal is to have patios for all the units but due to the cuts in Federal funding, and this complex is federally funded we have to put a hold on any further work.

Ms. Boucher spoke and said money was spent on clothes lines, planters and the planters are not maintained by anyone and she wants to know why residents were not told anything.

Mr. Barder indicated that five public hearings for all residents of the Manchester Housing Authority were held to discuss the annual plan and how the money available was going to be spent. He went on further to explain that the trees and shrubberies that were removed were growing into exterior electrical boxes and in the plumbing. The MHA is trying to make the complexes more appealing and to have landscaping that makes sense and does not cause structural problems. We have more work to be done and when the money becomes available the patios are first on the list. Mr. Barder did say he will let residents know when the mowing will be done so residents can move their furniture.

Chairman Howroyd commented MHA cannot spend money they don't have and we are trying to make improvements to make complexes look nicer.

Ms. Adela 219 C North Main Street addressed the Board.

Ms. Adela remarked the name of this complex is Mayfair Gardens and there are no gardens anymore. She planted several bushes by her unit and they were removed and replaced with clothes lines. She commented about the sidewalks that are badly in need of repair. Residents here at this complex are elderly and disabled and the sidewalks are dangerous to even walk on. She asked the Board "what about us elderly residents".

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Mr. Tom 251 B North Main Street addressed the Board.

Mr. Tom shared that parking at this complex on the weekends is a problem. Visitors are taking up spaces and residents are left with no place to park. During the week the VNA's and home health aids take up spaces but it is only for a short period of time. When residents have people staying for the weekend we don't have a place to park. Mr. Tom also commented about the landscaping company saying they do a very poor job mowing the lawns and trimming. The maintenance crew did a much better job.

Ms. Wanda Jakowski addressed the Board.

Ms. Jakowski shared that one night she had to park across the street at CVS because there were no spaces available in the complex. She asked why if she lives here does she have to park across the street, she suggested having assigned spaces. Visitors should be parking on the street or across the street.

Mr. John 231B North Main Street addressed the Board.

Mr. John asked if MHA could arrange to have guests park cars in the Board of Education parking lot.

Ms. Jackie 291 A North Main Street addressed the Board.

Ms. Jackie asked when the partitions between the units are going to be repaired. One of the maintenance crew said it would be done but he did not come back to do it.

Martha Bertrand said that maintenance is aware of it.

Ms. Denise Cooke 239 A North Main Street addressed the Board.

Ms. Cooke asked what can be done about cigarette butts being dumped outside of her unit. Her husband had to go out and clean it up. She also asked if anything can be done about the graffiti all around the place.

Mr. Barder indicated that as of March 31 all complexes of the Manchester Housing Authority are non-smoking. Residents can smoke on the sidewalks but the driveway is part of the MHA. If there is any graffiti on MHA property it will be taken care of but there is nothing MHA can do about graffiti on properties surrounding the complex.

Mr. James Morgan 235 North Main Street addressed the Board.

Mr. Morgan stated there are no rules in the parking lots and spaces are first come first serve.

Mr. Shanbaum mentioned that MHA needs to establish some rules about parking, it has not been mentioned before. When this complex was built people did not have as many cars as they do now. He thanked the residents for making the MHA aware that the parking situation is getting worse.

One resident spoke about the washing machines and indicated that many times he has to clean them out before he can use them because he has found feces in them. He asked if residents could be requested to please clean out the machines after they use them.

Ms. Kathryn Swank addressed the Board.

Ms. Swank shared the large recycle bin is often used by non-residents dumping in the bins. Trash is emptied on Tuesdays and by Thursday she could not put her recyclables in them.

Mr. Barder asked residents to help the MHA and when they see non-residents dumping in the bins if they could get the license plate or take a picture of the illegal dumping it would help.

Ms. Judy Taylor, Resident Advisory Board representative addressed the Board.

Ms. Taylor asked if something could be done about the noise. Several residents play their music loud or are screaming and yelling and the sound comes right through the walls.

Mr. John 231B North Main Street addressed the Board.

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Mr. John asked if something could be done about the cars cutting through the complex and trash being left on the lawns and in the parking lot.

Mr. Jack Nilte addressed the Board.

Mr. Nilte reported that his recycle cans were taken from outside his unit and he did call the police.

Mr. Barder asked if the Block Watch was in force at this complex because if residents watch out for each other trashing and thefts could be avoided.

Ms. Judy Taylor said the Block Watch is getting more active.

Ms. Martha Bertrand shared the police department is aware of the problems and have been more visible around the complex during the day. She suggested that having a police cruiser sit in our parking lots while they write their reports during the night may help deter any vandalism, people or cars cutting through the complex.

A resident asked if it would be possible to go back to the key system to get into the laundry room as many people from outside the complex are using the machines.

Mr. Barder suggested rather than use a key system he would like to see a resident monitor the laundry room as is done at another MHA complex. The resident would be paid for their services.

Ms. Taylor said she will get back to Mr. Barder with a name.

Ms. Shirley Currier 243 C North Main Street addressed the Board.

Ms. Currier said the ceilings and walls in her unit are cracked. She spoke to a maintenance worker and he said he would take care of it.

Mr. Barder asked if she called the repair line to report the problem and she did not because she spoke directly to the worker. Ms. Currier also indicated she had leak from her bath tub and the water went under her cabinets and now there is a mold and mildew smell in them.

Ms. Bertrand indicated there is a work ticket on this problem.

Ms. Adela 219 C North Main Street addressed the Board.

Ms. Adela said she has lived here 13 years and her unit has not been painted in all that time. She asked about having it done and was told that MHA would get the supplies but she would have to get someone to paint it.

Mr. Barder said that prior to his coming here units would get repainted every 7 years or so but that practice has stopped.

Ms. Linda Cooban addressed the Board.

Ms. Cooban said there are large black streaks on her walls from the radiators and she asked if something could be done about cleaning the radiators.

Mr. Barder indicated that the radiators are old and need to be dusted out.

Ms. Jackie addressed the Board.

Ms. Jackie asked if carbon monoxide detectors are going to be put in the units.

Mr. Barder indicated not at this time.

Mr. Tom 251 B North Main Street addressed the Board.

He asked about having ceiling fans installed in the units. They would be energy efficient both in winter and summer.

Mr. Barder remarked there is no money in the budget for them.

Ms. Lisa Perzo 259 A North Main Street addressed the Board.

Ms. Perzo reported that when smoke detectors go off they sound in all of the complexes.

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Mr. John 231B North Main Street addressed the Board.

Mr. John asked when the fence between MHA property and the Lithuanian Hall is going to be replaced. The fence would eliminate people cutting through, cut down on the noise and be safer for residents to be able to sit outside.

Mr. Barder stated currently with the cut in federal funding MHA does not have the money to put up a barrier between the properties.

Mr. John reported the fence was not rotten and it could have been fixed and having no fence poses a danger to residents. Residents have had items stolen and trash is thrown all over the lawn and residents have a right to feel safe in their units. Mr. John indicated that he would be contacting a lawyer and getting a hearing in housing court.

Ms. Adela addressed the Board.

Ms. Adela asked why MHA has made this a non-smoking complex and residents pay rent and why can't they smoke in their units.

Chairman Howroyd commented that MHA Board worked for two years on this issue and they did not take it lightly. Not only is smoking dangerous to ones' health but non-smoking residents were being affected by second hand smoke. Also the smoke damages the units. When a smoking unit becomes vacant in many cases MHA has to remove the sheet rock because the smoke has permeated the walls, ceilings and even the electrical outlets. It is a very expensive habit and costly to make repairs to the units once a smoker has vacated the unit.

The public hearing was closed at 7:15 pm.

A. Discussion of Public Comments - None

Chairman Howroyd asked for a motion to suspend the rules and move agenda item #9 up.

Mr. Rubin moved to suspend the rules and move agenda item 9 New Business – Proposed Amendment to Broad Street Redevelopment Plan. Mr. Shanbaum seconded. Motion passed 4-0.

New Business – Proposed Amendment to Broad Street Redevelopment Plan

Messrs. Michael Darby and Louis Spadaccini addressed the Board.

Mr. Darby thanked the Board for allowing them to talk about the Broad Street Redevelopment Plan. The initial plan was endorsed by the MHA and it was discovered that one of the properties was not included in the property acquisition by the Town. The property not included currently houses the movie theater. Mr. Darby also indicated that the Nichols property on the other side of Broad has been acquired by the Town. The Town is negotiating with the theater property owners but they seem to be dragging their feet. The Town has indicated to the owners that it could take the property by eminent domain due to the cross easements. Mr. Rubin asked if the property could be taken by eminent domain and Mr. Darby said yes. Chairman Howroyd asked what the Town wants from MHA. Mr. Spadaccini indicated that since the Town has to amend the proposal that some language changes have also been made to the definition of mix use with a civic and residential option.

Chairman Howroyd asked for a motion to be made.

Mr. Shanbaum moved to approve endorsement of proposed amendments to the Broad Street Redevelopment Plan. Ms. Shanley seconded. Motion passed 4-0.

III. Adoption of Minutes – Meeting of March 20, 2013

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Chairman Howroyd asked for a motion to approve the minutes of the March 20 meeting. Mr. Shanbaum shared he was not at this meeting therefore could not have made the motion to adjourn the meeting.

Mr. Rubin moved to approve the minutes of the March 20 minutes as amended. Ms. Shanley seconded. Motion passed 3-0 with one abstention.

IV. Correspondence

Mr. Barder shared a letter from HUD as it relates to the management plan as it relates to occupancy. MHA has solved this issue and Mr. Barder indicated he will draft letter responding to this.

Mr. Barder explained an RFP has gone out for food service for Ada Lane.

V. Accounts Payable

Mr. Barder commented the reports look good.

Mr. Rubin asked about the liability insurance and Mr. Barder indicated the cost is for all of the units and it is split between Federal and State housing.

VI. Executive Director's Reports

Mr. Barder reviewed the financial reports. Mr. Shanbaum asked about the balance sheet for AMP 1 & 2 and the non zero amounts. Mr. Barder indicated that out of balance has been corrected.

Mr. Barder reviewed the Section 8 balance sheet. Due to the sequestration the balance MHA had has been wiped out and we are short \$60k each month for Section 8 landlords. On a monthly basis MHA will send information to HUD as to how much we are short. This information will go to Washington and MHA will then be told how much money they will get. Mr. Barder indicated that public housing has been cut 29%.

Mr. Barder went over the Unit Vacancy Report and as compared to the same period last year MHA is doing much better.

Mr. Barder reported that MHA received a refund from Cox Communications based on how many customers are signed up.

VII. Chairman's Reports

Chairman Howroyd shared that due to funding limitations Board participation in conferences will be limited.

Mr. Shanbaum asked about the fence that was taken down at Mayfair Gardens and are there plans to install another one.

Mr. Barder explained that the fence was damaged and once funds become available the plans are to construct a stone barrier between the two properties. It will be high enough to prevent people from cutting through and be easier to maintain.

VIII. Old Business - None

IX. New Business – Proposed Amendment to Broad Street Redevelopment Plan.

See above.

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X. Items for Future Agenda

Parking issues at Mayfair Gardens will be put on the agenda.

XI. Executive Session - None

XII. Adjournment

Chairman Howroyd asked for a motion to adjourn the meeting. **Mr. Rubin moved to adjourn the meeting of the Board at 8:40 pm.** Ms. Shanley seconded. Motion passed 4-0.

CHAIRMAN

ATTEST: _____