

**MINUTES OF REGULAR MEETING
SOUTHINGTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS
January 26, 2010**

A regular meeting of the Southington Housing Authority was held in the Community Hall at 43 Academy Street, Southington, Connecticut, on Tuesday, January 26, 2010.

CALL TO ORDER:

Chairman Conroy called the meeting to order at 7:00 p.m.

The following Commissioners were present: Chairman, Dennis P. Conroy, David DellaVecchia
Helen M. Locks, Agnes Bart and Ryan T. Cayer

Also, present: Stephen L. Palmieri, Executive Director

PUBLIC COMMUNICATIONS:

There was no public communication.

COMMUNICATIONS:

There were no letters or other communication submitted.

VACANCIES: Apartment 3 Pulaski Terrace (occupancy 02/01/10)

**APPROVAL OF DECEMBER 22, 2009 ANNUAL ORGANIZATIONAL AND
REGULAR MEETING MINUTES**

**Motion was made by Commissioner DellaVecchia, seconded by Commissioner Locks, and
unanimously carried to approve the minutes of the December 22, 2009 Annual Organizational
and Regular meetings.**

APPROVAL OF JANUARY ACCOUNTS PAYABLE

**Motion was made by Commissioner Locks, and seconded by Commissioner Bart, and
unanimously carried to accept the accounts payable for the month of January 2010.**

OLD BUSINESS:

1. Update Lincoln-Lewis Elevators Service Contract

The Otis Elevator Service Contract states, "If the Southington Housing Authority performs the upgrades to elevator #401195 specified in proposals "121609 cylinder & 121609MOD, the Southington Housing Authority will be eligible to receive a post-modernization maintenance reduction. In addition, the Authority received the above statement on Otis Elevator letterhead.

2. Update Lincoln-Lewis Fire Alarm Replacement

The Authority's CHFA asset manager approved the fire alarm bid proposal from Maximum Sound & Security. The work is schedule to begin on February 9, 2010.

3. Update Lincoln-Lewis Communication Lease Proposal

Housing authority attorney Joseph F. DePaolo stated the lease proposal is standard. The only concern is language on their employees or contractors entering the building. We need approval from the state for which attorney DePaolo will process the correspondence on behalf of the authority. Chairman Conroy would like language protecting the authority; should the contract be terminate the lessee has a set amount of days to remove all equipment. If the equipment is not removed, the authority has the right to impose a dollar amount (undetermined) per day or remove the equipment at the lessee expense.

Commissioner DellaVecchia has some concerns and will speak with a member of the water department board.

NEW BUSINESS:

1. Review and approval of Investment Report

The investment report was reviewed. Earned interest for the year 2009 is \$10,627.96 that was \$24,372.04 less than budgeted.

Motion was made by Commissioner DellaVecchia, seconded by Commissioner Locks, and unanimously carried to approve the quarterly Investment Report ending December 31, 2009.

2. Approval of Quarterly Financial Statement and Administration Fund Summary

The balance sheet and operating statement for the last quarter of 2009 was reviewed. Mr. Palmieri pointed out the various overages and items that came in under budget. Management expenses and Utilities were over budget - \$16,721.00; Total Maintenance and Total Other Expenses were under budget - \$35,585. The budget showed a net gain of \$25,312.29

Motion was made by Commissioner Bart, seconded by Commissioner Locks, and unanimously carried to approve the Quarterly Financial Statement and Administration Fund Summary as submitted by Fasulo & Albi

4. Executive Director's Report

1. Rent recertification is taking place at this time. I do not expect a significant change up or down in the Authority's rental income.

2. On Thursday January 28, 2010 I will be attending a informational meeting on the Weatherization Assistance Program (American Recovery and Reinvestment Act) presented by DECD in Rocky Hill.

3. I purchased (40) forty bathroom vanities for Lincoln-Lewis Terrace at a cost of \$1,560.00 (47% savings). This upgrade is included on the 5-year capitol improvement plan for 2012. The amount budgeted is \$10,000.00.

4. The replacement of the housing authority truck is set aside with an employee requesting a leave of absence. We have three vehicles for snow removal and only two operators, me and Bob.

5. Tenant Commissioner's Report

Commissioner Bart received complaints about heat in the Pulaski Terrace Community Hall. Tenants report the heat is set on seventy degrees and the hall stills feel cold. Mr. Palmieri will forward the maintenance request to maintenance.

MISCELLANEOUS:

There were no other items to come before the Commissioners.

EXECUTIVE SESSION:

Motion was made by Commissioner DellaVecchia, seconded by Commissioner Bart, and unanimously carried to adjourn to Executive Session, excluding the public and the press, to discuss personnel matters.

The meeting went into Executive Session at 7:21p.m. No motions were made and no action was taken and on motion made, seconded and unanimously carried, the meeting reconvened in open session at 7:44p.m.

ADJOURNMENT:

There being no further business to come before the meeting, upon motion duly made, the meeting was adjourned at 7:45p.m.

Stephen L. Palmieri
Recording Secretary