

**MINUTES OF REGULAR MEETING
SOUTHINGTON HOUSING AUTHORITY
BOARD OF COMMISSIONERS
February 23, 2010**

A regular meeting of the Southington Housing Authority was held in the Community Hall at 43 Academy Street, Southington, Connecticut, on Tuesday, February 23, 2010.

CALL TO ORDER:

Chairman Conroy called the meeting to order at 7:05 p.m.

The following Commissioners were present: Dennis Conroy; Helen Locks; and Agnes Bart;
Ryan T. Cayer arrived at 7:15p.m.

Also, present Stephen L. Palmieri, Executive Director

PUBLIC COMMUNICATIONS:

There was no public communication.

COMMUNICATIONS:

None

VACANCIES: Apartment 23 Pulaski Terrace

APPROVAL OF JANUARY 26, 2010 MINUTES

Motion was made by Commissioner Locks, seconded by Commissioner Bart, and unanimously carried to approve the minutes of the January 26, 2010 meeting as presented.

APPROVAL OF FEBRUARY ACCOUNTS PAYABLE

Motion was made by Commissioner Bart, seconded by Commissioner Locks, and unanimously carried to approve the February 2010 accounts payable as presented.

OLD BUSINESS:

1. Update Lincoln-Lewis Terrace Fire Alarm Replacement

Replacement is going well with the buildings original system completed. Otis Elevator will be here Thursday 7:30a.m. The fire alarm technician will replace the smoke head in elevator shaft. Then will complete the elevator addition and eliminate that section's fire panel.

2. Update Lincoln-Lewis Terrace Communication Lease Proposal

Move to Executive Session to discuss contract language and payment figures.

NEW BUSINESS:

1. Executive Director's Report

Ned Denslow was hired by the Authority as a temporary seasonal worker in April 2009. Ned has done an exceptional job. His good nature and personally with tenants and co-workers makes him a good fit with our organization. On January 31, 2010, Ned accepted the position of Maintenance Worker I

Mr. Palmieri presented his report on DECD/ARRA Weatherization Plan for Housing Authority Properties (Federal Stimulus Fund). An informational meeting was held on January 28, 2010 for which I was unable to attend because of a snowstorm. I did receive an overview of the meeting. To meet the criteria of the EA/DECD Program tenants must apply and be approved for Energy Assistance. Tenants who do not qualify for the program may receive measures through the Connecticut Energy Efficiency Fund by CL&P. The program targets individual residents there is a possibility the upgrades are not going to be uniform within each housing complex. My approach to keep maintenance cost manageable is consistency within the mechanics of the apartments or within each housing complex. When bid proposals are prepared, I make an effort to keep materials standardized. This cuts down on the inventory of parts and allows for purchasing in larger quantities. Cost to instruct maintenance staff on trouble shooting and repair is minimized, along with less of a dependence on outside contractors. Another question, are upgrades going to cost more in yearly-prevented maintenance? All of these factors along with the energy efficiently need to be considered. In 2005 many of the measures included in the Weatherization Plan were completed. I will monitor for programs of interest to the authority.

Rent recertification is going well with Gail and Stefanie working diligently.

On January 28, 2010, the hot water tank ruptured in apartment 31, Pulaski Terrace. Police/Fire dispatch called my home at 6:00a.m. The Fire Department shut off the water to the tank.. Maintenance replaced the tank and cleaned apartment - 30 pairs of shoes were damage. The tenant reported the value at \$300.00. After a short discussion, Mr. Palmieri received a figure to counter offer.

Tenants at Zdunczyk Terrace requested the authority to match funds to replace the couch in the community hall. After a short discussion, Mr. Palmieri will obtain a dollar amount from the group.

On Saturday February 6, 2010, the bathroom fluorescent light went out in apartment 29, Zdunczyk Terrace. The tenants went to Home Depot, bought and replaced the fluorescent lamps herself. The tenant requested reimbursement of \$14.78, for which I approved. Labor for an overtime call would have been \$30.00 plus cost of lamps.

Evergreen Nursery submitted their 2010 proposal to fertilize DiCaprio-Forgione Terrace. The proposal remained at the 2008 and 2009 quote (\$1,840.00). The authority can deduct 6% (\$110.40) from the quote if paid by March 31, 2010 (\$1,729.40). Mr. Palmieri will pay the bill before March 31, 2010.

2. Tenant Commissioner's Report

Commissioner Bart had nothing to report.

MISCELLANEOUS:

There were no other items to come before the Commissioners.

EXECUTIVE SESSION: Personal Matter and Communication Lease Proposal

Motion was made by Commissioner Cayer, 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 7:32p.m. No motions were made, no action was taken, and on motion made, seconded and unanimously carried, the meeting reconvened in open session at 7:57p.m.

ADJOURNMENT:

There being no further business to come before the meeting, upon motion duly made, the meeting was adjourned at 7:58p.m.

Stephen L. Palmieri
Recording Secretary