

*Robert J. Cook*

2013 JUL 15 P 12: 04

TOWN CLERK  
EAST HARTFORD

**EAST HARTFORD HOUSING AUTHORITY**

**July 17, 2013**

**546 Burnside Avenue, East Hartford, CT**

**5:00 p.m.**

**AGENDA**

1. ROLL CALL
2. Approval of Board Meeting Minutes JUNE 19, 2013
3. Request for Additional Agenda Items
4. **PUBLIC COMMENT**
5. **FINANCE REPORTS**
  - a. Payment Vouchers JUNE, 2013
  - b. Aged Commitments – AP JUNE, 2013
  - c. Aged Receivables JUNE, 2013
  - d. Rent Collection Report JUNE, 2013
  - e. Monthly Actuals for Period Ending JUNE 31, 2013
6. **CONSENT AGENDA**
  - a. Capital Fund & Major Maintenance Report JUNE, 2013
  - b. Occupancy Report JUNE, 2013
  - c. Section 8 Housing Voucher JUNE, 2013
  - d. Attorney's Report JULY, 2013
  - e. Resident Services Coordinator Report JUNE, 2013
  - f. Unit Turnaround AMP 1, AMP 2, HH, VT JUNE, 2013
7. **DIRECTOR'S REPORT/COMMISSIONERS' COMMENTS**

Administrator's Report

8. NEW BUSINESS

9. OLD BUSINESS

10. EXECUTIVE SESSION

- a. Discussion of Pending Claims and Litigation – Update on the Terry Madigan Lawsuit.
- b. Discussion of Negotiations regarding the Purchase and Sale of Real Estate - King Court

  
Debra M. Bouchard, Executive Director

# Draft- Subject to Board Approval

## COMMISSIONERS' MEETING, JUNE 19, 2013

The Commissioners of the East Hartford Housing Authority held its regular meeting on Wednesday, June 19, 2013 at the Authority's central office building located at 546 Burnside Avenue, East Hartford, Connecticut. The meeting was called to order by Chairman Robert Keating at 5:06 p.m.

1. **ROLL CALL:** Vice Chairman Prescille Yamamoto  
Commissioner James W. Patterson, Jr.  
Commissioner Hazelann Cook  
Chairman Robert Keating

Also present were: Debra Bouchard, Executive Director, Joseph Regan, Finance Director, Ralph Alexander, EHHA Legal Counsel and Linda Russo, Town Council Liaison.

Absent: Commissioner John Carella, Ester Clark, Town Council Liaison

2. **Approval of Regular Meeting Minutes, May 15, 2013**

The motion was made by Commissioner Cook to approve the minutes of the Regular Meeting of April 17, 2013 as presented. Commissioner Patterson seconded the motion and it was carried by the unanimous vote of the Commissioners.

3. **REQUEST FOR ADDITIONAL AGENDA ITEMS**

Commissioner Vice Chairman Prescille Yamamoto made a motion to add under new business section 8 of the agenda item D. The discussion of creating a Personnel sub-committee and E. A tenant relations subcommittee. The motion was seconded by Commissioner James Patterson and the motion carried.

4. **PUBLIC COMMENT**

There was no one present from the public to comment.

5. **FINANCE REPORTS**

a. Payment Vouchers, April, 2013

Commissioner Cook asked about Anthem Blue Cross/Blue Shield listed on 5/1/13. It's only \$4,000 dollars listed, why is this amount so low? Doesn't everyone have Anthem? Mr. Regan explained that this is for retirees' medical coverage. The payment vouchers show that this was paid twice; once in May and once in June 2013. Chairman Robert Keating asked about the payment regarding Manchester Moving and Storage. Ms. Bouchard explained that it could have been either an eviction or to transfer a tenant due to 504 compliance.

Commissioner Cook asked about check number # 114749 for The Hartford Annuity. Why does the payment voucher documentation list two checks underneath the Hartford Annuity for the same amount? Mr. Regan explained this is for Deferred Comp and this is paid on a weekly basis. Commissioner Cook stated that there are a lot of payments shown and Ms. Bouchard explained this could be due to the employee catching up on her work. Ms. Bouchard stated that she would look into this matter and report back to the Commissioners. Commissioner Yamamoto said that the minutes have consistently shown that someone would get back to them and that this does not occur.

Mr. Keating asked what the C & H payment in the amount of \$6,700 was for. Mr. Regan explained that this payment was made for snow removal from the storm using backhoes and bobcats. The reason why the payment is listed in May of this year is because C & H did not previously send the bill to the housing authority. Mr. Keating asked about check number # 21698 TD Bank \$400,000. Mr. Regan explained that this is a money transfer from Webster bank to open up a new account at TD bank in May 2013.

b. Aged Commitments – AP, April, 2013

Commissioner Yamamoto asked about the credit that is listed in Aged Commitments. Ms. Bouchard explained that Accounts Payable person puts those in the system so if she gets another invoice from that particular vendor that it will go ahead and deduct that that money off the next invoice. In addition, it is a reminder to her that if she doesn't get something within a certain amount of time that she will go and ask for the credit.

c. Aged Receivables, April, 2013

Commissioner Cook stated that under AMP 100 we are owed \$20,000 but under the repayment agreement, it shows that we only have \$1,548.76 owed. Why wouldn't we have people who are over 90 days more in that repayment agreement? Can't we get people who are plus 90 days into a repayment agreement and why wouldn't they be in one? Ms. Bouchard explained that we just started that process. As we are doing annual recertification's, we will show tenants their outstanding account balances to execute a repayment agreement, not for rent but for the other monies owed. Commissioner Cook said if we have \$57,000 outstanding, can't we contact these tenants sooner and lock them into a repayment plan as some of these recerts may not come up for nine months? Is it possible to lock them in sooner? Commissioner Patterson commented that this process had to go through housing court. Ms. Bouchard explained that this is two different things. What has to go through housing court is if tenants do not pay their rent. We could do repayment agreements for maintenance charges, late fees, etc.

Commissioner Patterson asked, "How does housing generally handle non-payment of rent?" It was explained by Attorney Alexander that this is covered under our rent collection policy. When tenants go to court, if they are going to get the benefit of a stipulation, they have to come with a certain amount of money including counsel fees and usually ½ of what they owe and then they pay on the rest. We are in 120 days maximum repayment cycle. Commissioner Patterson commented that this is similar to rent arrearage. Attorney Alexander explained that non-payment of rent is rent arrearage and does not involve maintenance charges. Mr. Alexander continued to explain that sometimes the court will make a reasonable accommodation for an individual who has a disability that may be related to their ability to pay their rent within that time frame, the court will overrule the policy and will grant them a longer repayment period (eight months to a year). The tenant will continue to pay their current use and occupancy, which is rent, that doesn't change until they get back into good standing and they are paying on the arrearage every month. Some tenants don't have a good ability to handle their payments and if they don't pay it, then we issue an execution and sometimes we don't get it, but most of the time we do.

Commissioner Patterson asked, "Does the maintenance charge become part of rent as time goes by?" Attorney Alexander responded that the housing court is very specific about keeping rent separate because first of all, they don't have jurisdiction over anything in the summary process except the ability of the tenant to be there as a resident. Those issues are all covered by what kind of action you bring

which your "Notice to Quit" says. If your "Notice to Quit" is for back payment of maintenance charges, they will handle that just the way they handle somebody that has a dirty unit. They are not inclined to give you a whole lot of enforcement on that. So, you go with the payment of rent because that's the one where they are strict. So, you lock in your pleadings on that because if you try get out in broad pleadings, Legal Aid starts to get you wrapped up into interrogatories and you may end up going by nine months to a year or a year and a half before you get the thing resolved. Whereas if you go for non-payment, you can usually get everything together within ninety days or sometimes even quicker. This is why we have designed it over the years because we realized that when you go into housing court over these extraneous issues, this can cause a long-drawn out litigation. For example, we have some people who have very dirty units, people that are hoarders. We have one person who we have been dealing with for 15 years that you can barely walk through their unit. So, you put the tenant on a long stipulation and you bring them back every six months and the Judge says, "I will give them six more months" and you have something that is essentially not enforceable until the local health office or someone from the town comes in and they say we are afraid and we are going to give you some dumpsters and we end up having people from outside agencies that will help the tenant.

Ms. Bouchard stated that she was talking to an executive director a couple of weeks ago about aged receivables and explain to him that when the money comes in to the authority, we automatically apply it to rent first and he says he doesn't do that. He applies it to their outstanding balance before he applies it to rent. Attorney Alexander explained that if he can get away with it, fine. However, we are constantly opposed by Legal Aid or the Fair Housing Coalition out of Middletown which is even worse because all they love to do is go after you for 988 counsel fees. Per tendering rent, it's got to be paid for the rent that you're looking to evict them for, and if it is an arrearage, it's got to be an authorized arrearage. You are neither expanding nor contracting it, it's very closely defined. It's a statutory cause of action and the courts interpret them very specifically against the plaintiff and that's us.

d. Rent Collection Report, April, 2013

Ms. Bouchard asked Commissioner Cook if she liked the report better and Commissioner Cook stated yes. She stated that the report was excellent and she liked the way that Ms. Bouchard listed the late charges. There was a further discussion on repayment policies.

e. Monthly Actuals for Period Ending April 30, 2013

Chairman Keating asked if there are any questions regarding the consolidating operating statements. Commissioner Cook stated that looking back today from 9 months ago it's hard to say what months are higher than others on the budget. Is there a way we could record it quarterly? My budgets are all done when we do our financials. I can do "to date" but I also have for the quarter so I see right away where I have a problem. Commissioner Cook went on to say to Mr. Regan that he is an accountant and he is used to doing things a certain way, but she can't look at this and say it makes any sense because it is all together, it's all lumped sum and it's to date so I don't know if we are spending more in the summer, winter, fall or spring. If I showed you our financial statement maybe you would understand where I am coming from. But they are so easy to read because it shows me quarterly how much I am spending and it also has year-to-date. Here it just gives a lump sum across the board and it is so hard to understand how much we are spending a quarter, where we can watch out and where we would have to cut back. Commissioner Cook stated she would bring it in to show it to Mr. Regan.

6. CONSENT AGENDA

A motion was made by Commissioner Yamamoto to approve the consent agenda and it was seconded by Commissioner Patterson and the motion carried. Commissioner Yamamoto mentioned that Andre was not at the meeting and Ms. Bouchard explained that he has a family member that is ill but Andre didn't have any new business to discuss. Commissioner Yamamoto asked about Rochambeau and Meadow Hill and some other complexes. The document says, "This property will be surveyed for potential concrete strip pads and sidewalks and patio areas will either be replaced or edge grinding due to comments may be rehab inspections" and then today "no change in status" is listed. Are we going out to inspect them to make improvements or to check them out? Ms. Bouchard explained part of this is due to Capital Funds planning for CFP 2013 and some of the money we do have in Capital Funds to do repairs like at Hutt Heights where we did some concrete work and at Meadow Hill we did some stump grinding. Commissioner Cook then asked if this work will be done in the spring or the fall because of trip hazards and worried about the residents. If they fall it will cost us more in insurances costs, so do we go out and do temporary repairs until the work can be done? Ms. Bouchard explained that we inspect the properties. Grinding and shaving was done at Rochambeau in the backside of the Community room and at Meadow Hill we grounded down the tree in the back parking lot and smoothed it out. Commissioner

Cook then asked if we hire someone to do the work and Ms. Bouchard explained that they put it out to bid. Ms. Bouchard commented that one thing that stands out in Andre's report is the Meadow Hill generator. We had to have Kingsley Power Systems put in a temporary generator as we are getting the design specs on a new generator for this complex. Commissioner Cook stated that at the Highlands that we signed a contract with low-bidder after written solutions for asbestos and abatement. Is this in regards to an apartment? Ms. Bouchard explained that a tenant tried to remove their carpet and the tacking at the edge of the entry way cracked part of the asbestos tile. We then had an inspector who conducted an air quality test which came back clean. We transferred the tenant to another unit that was free of asbestos tile in order to abate the unit. It is expensive to abate the apartment. Housing was charged \$4,500. We had to wash the walls, lay down the plastic, etc. Commissioner Cook suggested that she could get the abatement bid at a cheaper rate. She will supply the housing authority with the name of the company that she uses.

7. DIRECTORS' REPORT/COMMISSIONERS' COMMENTS

Ms. Bouchard explained that the King Court sale and disposition; we haven't heard anything from the DECD yet. We had the public hearing on May 8, 2013. Housing will set up a meeting with the DECD to discuss this and the commitment letter that we haven't received yet. Commissioner Patterson asked has it been hard to have conversations with them and Ms. Bouchard explained that she talks to them on a monthly basis at the CHFA meetings. Housing is waiting for release of the funds from the Governor. Housing is also working on a draft to purchase sale agreement and then we are going to set up a meeting next Monday with the selection panel to keep them apprised of what is going on.

At Veterans Terrace, housing is waiting on the \$150,000 pre-development funds that we were awarded back in March of this year. We want to start working on the development piece with Veterans Terrace. Now we are looking at getting into round of CHAMP for next May, 2014. She went on to explain that housing signed a renewal for Veterans Terrace back in April for a 20 year use agreement. Our contract expired May 31, 2013 and we had a budget line item in there for reserve for replacement in the amount of \$350,000. What they wanted from us is to prove that we needed to do those types of repairs over the next year. So we looked at our capital needs assessment and pulled out items that we thought would enhance REAC scores at the property and sent a summary of what we planned on doing. The Contract Administrator wanted us to go one step further and put bid specs together and receive quotes for the work. Internally we had a problem with that because the reason you put in the reserved replacement in



there is to increase your rent so that HUD will award a higher subsidy. When you turn around and put out bid specs and you get quotes back, people are expecting to do all this work. If the rent is not increased, you can't do the work. Andre has been going around and putting together bid specs and getting quotes. Navigate, our current CA, gave us a three month extension on our contract to make sure that we can justify the reserve for replacement line item in the upcoming budget. Commissioner Cook asked if we are still able to continue to manage Veterans Terrace? Mr. Regan answered yes. Ms. Bouchard said HUD will continue to utilize Navigate as the CA until the contract is awarded. Any management occupancy reviews or any REAC inspections for multifamily properties are going cease until someone gets the award. Housing has time and that's why it is important for us to start working on some of these projects to increase our REAC scores.

We have continued to work on our training plan for VT. Two individuals were sent out for COS (certified occupancy specialist) training to make sure they know the rules and regulations that govern a 4350 property. Ms. Bouchard and Ms. Paisley attended MOR (management and occupancy review) training and took the certification exam so we know what they will be looking at when they come to do MOR's. Currently, Ms. Paisley is reviewing the compliance of 150 files to make sure all the documentation is there and the 4350 regulations have been met.

Ms. Bouchard announced that housing was awarded two million dollars for our scattered site program. Housing also submitted an HTCC application with CHFA for \$500,000. The points scored on the application so far are 71.4 points which does not usually qualify for the \$500,000 dollars. Housing tried to argue two areas where CFHA deducted points from us. They subtracted points from the fifty years of affordability for the program. We had a fifteen year Performa, but CHFA said they could not find the fifty year affordability in the documentation submitted. We are hoping to get the rest of the points as they only gave us 2.5 versus the whole 10 points. The other place we decreased in points was that we were serving individual at or below 25% AMI, but we also talked about 25% to 50% of AMI that we would be catering to, to lease these units. We don't know if we will get some points on this or not, but if we do, our score would be 89. That may or may not qualify us for the money. This is a state tax credit, not a federal tax credit. The total points you can get is 135 points and this is the first time housing is applying for it.

Regarding FEMA, Hartford County was blessed with a 72 hour event versus a 48 hour event. We looked at Sunday through Tuesday for staff overtime some contractor expenses. Ms. Bouchard sent the report to housing's FEMA specialist in the amount of \$30,000.

The Security Grant application was due today and over-nighted last night for the \$250,000 in grant funds for Meadow Hill and Miller Gardens. The reason why these two complexes were chosen is because that is where we are seeing the most problems. Tenants wanted security cameras installed in the elevators and in every hallway. The money would only cover two properties at this time. Housing staff met with the Mayor and Rich Kehoe to ask them for a letter of support. We also received a letter of support from the EHPD Chief Sirois. Chairman Keating stated that Kelly did a good job at the Town Council meeting. Ms. Bouchard said the installation of additional security cameras will enhance safety and security as well as document lease violations in these complexes. The current security cameras systems are analog, which makes things difficult because everything is recording back to a DVR and then you have to have an uplink back to the main office and when you look at it, the images are very slow and it could take someone all day to look at an hour segment. Getting a new security camera system would allow us to get on the internet and plug into an IP camera allowing us to see the footage faster. The cameras are more like computers whereas the analogs are not. Ms. Bouchard had a discussion with the police about setting up an MOU with them and if an incident happens and they needed to see it they could plug into our cameras.

Regarding the tenant commissioner, this has been tabled in the past as housing was focusing on disposition of King Court. Hopefully by the end of the summer this will be addressed. Various commissioners made comments about the process of obtaining a new resident commission. Commissioner Patterson stated that housing has only one tenant commissioner and five other commissioners. Attorney Alexander explained who within each household would be eligible to vote and how many ballots would be needed or involved. This legislation is going to be a big financial impact in the near future. Another issue is the elections commissioner. Ultimate determining party on this is the state's attorney general. A general discussion followed among the commissioners about State versus Federal tenant commissioners. It was suggested that while waiting for clarification on this process, letters could be drafted to address this issue.

8. NEW BUSINESS

a. Review and Approval of the PHA Annual Plan

Ms. Bouchard said the Annual plan for the upcoming year includes an update on our current goals and what we have achieved thus far. Housing will continue to work with the recovery agreement and continue to watching the financials and continue to work with the residents and section eight participants and some development pieces. The plan also shows that our rent collection rate is 95%, our occupancy rate is 99%, our vacancy unit turnaround is less than 20 days and that we were listed as high performance status for the Section 8 program. It also lists all the capital improvements completed from the previous year. Commissioner Yamamoto made a motion to approve the annual plan and it was seconded by Commissioner Cook and the motion carried.

b. Review and Approval of the Veteran's Terrace and King Court Management Plans

Commissioner Yamamoto made a motion to approve the management plan for the state housing developments for Veterans Terrace and Extension and King Court. The motion was seconded by Commissioner Cook and the motion carried.

c. Discussion of Creating a Finance Subcommittee

d. Discussion of Creating a Personnel Subcommittee

e. Discussion of Creating a Tenant Relations Subcommittee

Chairman Robert Keating stated that the following: The Finance Committee will be Commissioners John Carella and Hazelann Cook; The Personnel Committee would be Commissioners Chairman Robert Keating and Commissioner Vice Chairman Prescille Yamamoto and the Tenant Relations Committee would be Commissioners Chairman Robert Keating and Commissioner James Patterson. A motion was made by Commissioner Yamamoto to approve these committees. The motion was seconded by Commissioner James Patterson and the motion carried.

9. OLD BUSINESS

There was nothing to discuss under this heading.

10. EXECUTIVE SESSION

- a. Pending Claims and Litigation Update on Lawsuit
- b. Discussion of Strategy and Negotiations with Respect to Collective-Bargaining Matters
- c. Discussion of Negotiations regarding the Purchase and Sale of Real Estate- King Court
- d. Discussion of Personnel Matters

The motion was made by Vice Chairman Yamamoto to go into Executive Session for the purpose of discussion of pending claims and litigation update on lawsuit, discussion of strategy and negotiations with respect to collective bargaining matters, discussion of negotiations regarding the purchase and sale of King Court real estate, and discussion of personnel matters. Commissioner Cook seconded the motion; it was carried by the unanimous vote of the Commissioners to go into Executive Session at 6:05 p.m. Also in attendance was Debra Bouchard, Executive Director, Joseph Regan, Finance Director and Ralph Alexander, Legal Counsel.

The motion was made by Commissioner Patterson, seconded by Vice Chairman Keating and carried by unanimous vote of Commissioners, to come out of Executive Session at 7:40 p.m.

I hereby certify that the above is a true and accurate record of the minutes of the meeting held on June 19, 2013 by the Board of Commissioners of the East Hartford Housing Authority.

Respectfully submitted,



Debra Bouchard  
Executive Director

5A

Bank Register Report In Detail  
Showing All Items and Hiding Voids  
From 06/01/2013 to 06/30/2013

900 - Admin - Central Office

Account # 3301291312

Outstanding Payments

Date	Batch #	Check/Dep #	Name	Payments
<b>Accounts Payable</b>				
06/06/2013	115007	21781	A & J Home Improvement Contract	-1,580.00
06/06/2013	115007	21782	A.B. Supply Co., Inc.	-877.83
06/06/2013	115007	21783	Alexis Aberle - <i>mileage</i>	-134.41
06/06/2013	115007	21784	AFLAC	-1,934.25
06/06/2013	115007	21785	AFSCME Local 1303 of Council 4	-479.60
06/06/2013	115007	21786	AFSCME Local 818 of Council 4	-172.00
06/06/2013	115007	21787	AKZO Nobel Paints LLC	-730.60
06/06/2013	115007	21788	Anytime Sewer & Drain Service	-155.00
06/06/2013	115007	21789	AT & T	-490.24
06/06/2013	115007	21790	Barry Associates, Inc.	-2,507.46
06/06/2013	115007	21791	David A. Belcher - <i>VT HAP Request</i>	-175.00
06/06/2013	115007	21792	Bliss Pest Protection Services LLC	-331.25
06/06/2013	115007	21793	Robert Brindamour - <i>HQS inspections</i>	-825.00
06/06/2013	115007	21794	Capitol Equipment & Marine, Inc.	-623.36
06/06/2013	115007	21795	Chase Glass Company	-29.96
06/06/2013	115007	21796	CLASS, INC	-80.00
06/06/2013	115007	21797	Coffee Break Company	-14.33
06/06/2013	115007	21798	Commercial Heating Supply Co.	-1,738.50
06/06/2013	115007	21799	Connecticut - CCSPC	-31.00
06/06/2013	115007	21800	Connecticut - CCSPC	-31.00
06/06/2013	115007	21801	Connecticut Light & Power	-721.72
06/06/2013	115007	21802	Connecticut Light & Power	-1,072.35
06/06/2013	115007	21803	Connecticut Light & Power	-2,466.79
06/06/2013	115007	21804	Connecticut Light & Power	-20,282.39
06/06/2013	115007	21805	Connecticut Light & Power	-2,155.17
06/06/2013	115007	21806	Connecticut Natural Gas Corporation	-6,537.97
06/06/2013	115007	21807	Connecticut Natural Gas Corporation	-1,079.22
06/06/2013	115007	21808	Connecticut Natural Gas Corporation	-284.24
06/06/2013	115007	21809	Connecticut Natural Gas Corporation	-5,204.08
06/06/2013	115007	21810	CSEA/SEIU	-226.10
06/06/2013	115007	21811	Doug's Appliance	-141.95
06/06/2013	115007	21812	F. W. Webb Company	-230.38
06/06/2013	115007	21813	Fidelity Security Life Insurance/Eye	-318.38
06/06/2013	115007	21814	G & K Services	-230.40
06/06/2013	115007	21815	Gelsomino Electric LLC	-112.50
06/06/2013	115007	21816	General Electric Company	-3,841.00
06/06/2013	115007	21817	Mohawk Cleaning Company	-110.00
06/06/2013	115007	21818	Golato Painting LLC	-450.00
06/06/2013	115007	21819	Allen Harrison - <i>Tuition Rem.</i>	-241.00
06/06/2013	115007	21820	Hartford Annuity	-966.00
06/06/2013	115007	21821	Hartford Annuity	-966.00
06/06/2013	115007	21822	Frank Healy - <i>mileage</i>	-21.47
06/06/2013	115007	21823	Henry P. Guerrette, State Marshal	-250.00
06/06/2013	115007	21824	Home Depot Supply	-1,092.00
06/06/2013	115007	21825	Associated Electronic Systems Inc	-139.50
06/06/2013	115007	21826	Krystal Kleer	-40.95
06/06/2013	115007	21827	L. E. Whitford Co., Inc.	-952.64

**Bank Register Report In Detail**  
**Showing All Items and Hiding Voids**  
**From 06/01/2013 to 06/30/2013**

**Outstanding Payments**

Date	Batch #	Check/Dep #	Name	Payments
<b>Accounts Payable</b>				
06/06/2013	115007	21828	Leitao Car Wash, Inc.	-515.00
06/06/2013	115007	21829	Main Hardware Supply & Rental Co.	-3,404.94
06/06/2013	115007	21830	Donald Minott - <i>Borts</i>	-63.81
06/06/2013	115007	21831	Murphy Road Recycling	-648.05
06/06/2013	115007	21832	Norige Oil Company Inc.	-520.00
06/06/2013	115007	21833	Nutmeg Technologies	-552.50
06/06/2013	115007	21834	Otis Elevator Company	-1,732.00
06/06/2013	115007	21835	Quest Pest Control, LLC	-2,425.00
06/06/2013	115007	21836	RANDSTAD, LP - <i>temp 5/19</i>	-1,215.35
06/06/2013	115007	21837	RANDSTAD, LP - <i>temp 5/15</i>	-1,311.29
06/06/2013	115007	21838	RANDSTAD, LP - <i>temp help 5/12</i>	-1,321.95
06/06/2013	115007	21839	Joseph Regan	-1,000.00
06/06/2013	115007	21840	Michael F. Roush - <i>indifferent person NTC</i>	-670.00
06/06/2013	115007	21841	Staples Advantage	-365.07
06/06/2013	115007	21842	State Treasurer for MERF Fund	-19,946.83
06/06/2013	115007	21843	TD CARD SERVICES	-4,147.28
06/06/2013	115007	21844	The Walker Group	-496.00
06/06/2013	115007	21845	USA Hauling and Recycling	-5,849.79
06/06/2013	115007	21846	Wattsaver Lighting Products	-270.35
06/06/2013	115007	21847	WB Mason	-23.17
06/06/2013	115007	21848	Willard & Alexander LLC	-945.80
06/06/2013	115007	21849	Xerox Corporation	-970.85
06/12/2013	115069	21850	AA Industries	-1,435.00
06/12/2013	115069	21851	AT & T	-1,439.60
06/12/2013	115069	21852	Chase Glass Company	-34.30
06/12/2013	115069	21853	Connecticut - CCSPC	-31.00
06/12/2013	115069	21854	HARRG Group	-9,673.00
06/12/2013	115069	21855	HARRG Group	-13,631.00
06/12/2013	115069	21856	Hartford Annuity	-966.00
06/12/2013	115069	21857	Housing Insurance Services, Inc.	-18,455.00
06/12/2013	115069	21858	Housing Insurance Services, Inc.	-23,729.00
06/12/2013	115069	21859	The Metropolitan District	-14,613.53
06/12/2013	115069	21860	MJL IMPROVEMENT, LLC	-1,200.00
06/12/2013	115069	21861	Norige Oil Company Inc.	-450.00
06/12/2013	115069	21862	Reliance Environmental, LLC	-675.00
06/12/2013	115069	21863	Michael F. Roush	-20.00
06/19/2013	115117	21867	A & J Home Improvement Contract	-400.00
06/19/2013	115117	21868	AA Industries	-777.00
06/19/2013	115117	21869	AKZO Nobel Paints LLC	-393.40
06/19/2013	115117	21870	AT & T	-130.69
06/19/2013	115117	21871	Robert Brindamour	-125.00
06/19/2013	115117	21872	Coffee Break Company	-38.60
06/19/2013	115117	21873	F. W. Webb Company	-892.80
06/19/2013	115117	21874	G & K Services	-123.80
06/19/2013	115117	21875	General Electric Company	-1,206.00
06/19/2013	115117	21876	Mohawk Cleaning Company	-95.00
06/19/2013	115117	21877	GUARDIAN - ALTERNATE FUN	-2,862.00
06/19/2013	115117	21878	Hathaway Landscaping, LLC	-498.00
06/19/2013	115117	21879	Associated Electronic Systems Inc	-139.50
06/19/2013	115117	21880	KAINEN ESCALERA AND McHAL	-2,250.00

**Bank Register Report In Detail  
Showing All Items and Hiding Voids  
From 06/01/2013 to 06/30/2013**

**Outstanding Payments**

Date	Batch #	Check/Dep #	Name	Payments
<b>Accounts Payable</b>				
06/19/2013	115117	21881	Kinsley Power Systems	-260.00
06/19/2013	115117	21882	Leitao Car Wash, Inc.	-680.60
06/19/2013	115117	21883	Lowe's Commercial Services	-1,041.05
06/19/2013	115117	21884	MailFinance - Postage machine contract	-525.00
06/19/2013	115117	21885	Martindale & Salisbury Const. Co., I	-1,219.00
06/19/2013	115117	21886	MJL Home Improvement, LLC	-2,530.00
06/19/2013	115117	21887	Murphy Road Recycling	-335.95
06/19/2013	115117	21888	Otis Elevator Company	-424.25
06/19/2013	115117	21889	Prime Communications	-481.98
06/19/2013	115117	21890	RANDSTAD, LP - temp help 5/26	-1,206.80
06/19/2013	115117	21891	RANDSTAD, LP - temp help 6/2	-924.31
06/19/2013	115117	21892	SimplexGrinnell LLC	-8,642.75
06/19/2013	115117	21893	Spark Energy Gas, LP	-19,336.70
06/19/2013	115117	21894	Staples Advantage	-193.84
06/19/2013	115117	21895	State of Connecticut, Department of C	-240.00
06/19/2013	115117	21896	Stirling Benefits	-54,444.82
06/19/2013	115117	21897	Town of East Hartford - gas bill	-2,137.31
06/19/2013	115117	21898	Verizon Wireless	-1,135.99
06/19/2013	115117	21899	Vital Signs LLC	-195.00
06/19/2013	115117	21900	Wattsaver Lighting Products	-1,159.96
06/19/2013	115117	21901	Xerox Corporation	-447.44
06/27/2013	115142	21902	Anytime Sewer & Drain Service	-840.00
06/27/2013	115142	21903	AT & T	-863.36
06/27/2013	115142	21904	Robert Brindamour - Hqs inspections	-900.00
06/27/2013	115142	21905	Commercial Heating Supply Co.	-279.26
06/27/2013	115142	21906	Connecticut - CCSPC	-62.00
06/27/2013	115142	21907	Connecticut Housing Finance Autho	-650.55
06/27/2013	115142	21908	Connecticut Natural Gas Corporation	-947.27
06/27/2013	115142	21909	Connecticut Natural Gas Corporation	-2,724.13
06/27/2013	115142	21910	Connecticut Natural Gas Corporation	-539.51
06/27/2013	115142	21911	Connecticut Natural Gas Corporation	-378.98
06/27/2013	115142	21912	F. W. Webb Company	-771.45
06/27/2013	115142	21913	Gelsomino Electric LLC	-188.00
06/27/2013	115142	21914	GUARDIAN	-397.15
06/27/2013	115142	21915	Hartford Annuity	-1,932.00
06/27/2013	115142	21916	Henry P. Guerrette, State Marshal	-165.00
06/27/2013	115142	21917	Leitao Car Wash, Inc.	-1,052.81
06/27/2013	115142	21918	MJL Home Improvement, LLC	-920.00
06/27/2013	115142	21919	Murphy Road Recycling	-227.05
06/27/2013	115142	21920	RANDSTAD, LP	-940.30
06/27/2013	115142	21921	Rosemary Rogers - Hearing officer	-770.00
06/27/2013	115142	21922	Staples Advantage	-325.43
06/27/2013	115142	21923	Staples, Inc.	-20.00
06/27/2013	115142	21924	The Standard Insurance Co	-1,215.94
06/27/2013	115142	21925	Town of East Hartford - PILOT 2012	190,277.94
06/27/2013	115142	21926	Willard & Alexander LLC	-843.80
<b>Total Accounts Payable</b>				<b>-513,548.92</b>

**Bank Book**

06/12/2013 115056 0 3,086.84

5B

### Aged Commitments

#### 31 - 60 Days Past Due

Payee: R. E. Michel Co., Inc.

Tax ID: 52-0577320

Description	PO #	Invoice #	Invoice Due Date	Amount
760-401 WR Flame Sensor	5908	79965501	05/20/2013	\$231.07
VT RETURN WTR HTR NAT GAS		71285000	05/23/2013	\$-334.19
		<b>Total Payables to R. E. Michel Co., Inc.</b>		<b>\$-103.12</b>
		<b>Total Payables 31 - 60 Days Past Due</b>		<b>\$-103.12</b>

**Total Payables** \$-103.12

\*\*End of Report\*\*



50

Aged Receivable Grouped By AR Code  
 for Active In The Program Only Residents in Summary  
 with End Date of 06/30/2013  
 Security deposits are excluded  
 Repayment Agreements are excluded

**AMP: CT013000100P AMP 100**

	0 - 30	31 - 60	61 - 90	90 +	Total
Total by - AR Code: Dwelling Rental	\$8,524.00	\$3,088.00	\$3,747.00	\$2,368.00	\$17,727.00
Total by - AR Code: Late Charge	\$467.00	\$148.00	\$274.00	\$2,376.50	\$3,265.50
Total by - AR Code: Legal Charge	\$0.00	\$0.00	\$550.00	\$0.00	\$550.00
Total by - AR Code: Maintenance Charge	\$110.00	\$200.00	\$88.00	\$4,738.52	\$5,136.52
Total by - AR Code: Other Credit	-\$12.00	\$0.00	\$0.00	\$0.00	-\$12.00
Total by - AR Code: Other Debt	\$0.00	\$0.00	\$0.00	\$323.11	\$323.11
Total by - AR Code: Prepayment	-\$1,414.46	-\$25.03	-\$20.00	-\$154.24	-\$1,613.73
Total by - AR Code: Rent Credit	\$0.00	\$1,036.00	\$0.00	\$0.00	\$1,036.00
Total by - AR Code: Repayment Agreement	\$0.00	\$0.00	\$0.00	\$1,548.76	\$1,548.76
<b>Total for AMP AMP 100</b>	<b>\$7,674.54</b>	<b>\$4,446.97</b>	<b>\$4,639.00</b>	<b>\$11,200.65</b>	<b>\$27,961.16</b>

**AMP: CT013000200P AMP 200**

	0 - 30	31 - 60	61 - 90	90 +	Total
Total by - AR Code: Dwelling Rental	3,926.00	911.00	471.00	9.00	5,317.00
Total by - AR Code: Late Charge	220.00	77.00	72.00	887.56	1,256.56
Total by - AR Code: Legal Charge	0.00	0.00	0.00	36.12	36.12
Total by - AR Code: Maintenance Charge	280.00	183.00	148.00	2,148.18	2,759.18
Total by - AR Code: Maintenance Credit	0.00	0.00	0.00	-0.01	-0.01
Total by - AR Code: NSF Check Fee	0.00	0.00	0.00	20.00	20.00
Total by - AR Code: Other Debt	0.00	0.00	0.00	219.75	219.75
Total by - AR Code: Prepayment	-3,404.75	-644.00	-4.00	-77.00	-4,129.75
Total by - AR Code: Utility Charge	0.00	629.00	1,942.00	652.68	3,223.68
<b>Total for AMP AMP 200</b>	<b>1,021.25</b>	<b>1,156.00</b>	<b>2,629.00</b>	<b>3,896.28</b>	<b>8,702.53</b>

**AMP: CT013000300P Hutt Heights**

	0 - 30	31 - 60	61 - 90	90 +	Total
Total by - AR Code: Dwelling Rental	\$206.00	\$220.00	\$440.00	\$1,785.00	\$2,651.00
Total by - AR Code: Late Charge	\$20.00	\$0.00	\$0.00	\$20.00	\$40.00
Total by - AR Code: Maintenance Charge	\$0.00	\$40.00	\$0.00	\$106.73	\$146.73
Total by - AR Code: Other Debt	\$0.00	\$0.00	\$0.00	\$10,577.00	\$10,577.00
Total by - AR Code: Prepayment	-\$74.50	\$0.00	\$0.00	\$0.00	-\$74.50
Total by - AR Code: Utility Charge	\$30.00	\$0.00	\$224.75	\$109.00	\$363.75
<b>Total for AMP Hutt Heights</b>	<b>\$181.50</b>	<b>\$260.00</b>	<b>\$664.75</b>	<b>\$12,597.73</b>	<b>\$13,703.98</b>

**AMP: CT013008 King Court**

	0 - 30	31 - 60	61 - 90	90 +	Total
Total by - AR Code: Dwelling Rental	\$5,409.85	\$880.00	\$0.00	\$0.00	\$6,289.85
Total by - AR Code: Late Charge	\$240.00	\$44.00	\$70.00	\$802.54	\$1,156.54
Total by - AR Code: Prepayment	-\$146.72	\$0.00	\$0.00	\$0.00	-\$146.72
<b>Total for AMP King Court</b>	<b>\$5,553.13</b>	<b>\$924.00</b>	<b>\$70.00</b>	<b>\$802.54</b>	<b>\$7,349.67</b>

Aged Receivable Grouped By AR Code  
for Active In The Program Only Residents in Summary  
with End Date of 06/30/2013  
Security deposits are excluded  
Repayment Agreements are excluded

**AMP: CT013010 Veterans Terrace**

	0 - 30	31 - 60	61 - 90	90 +	Total
Total by - AR Code: Dwelling Rental	\$7,292.50	\$15.00	\$0.00	\$0.00	\$7,307.50
Total by - AR Code: Late Charge	\$278.00	\$72.00	\$88.00	\$829.02	\$1,267.02
Total by - AR Code: Legal Charge	\$550.00	\$0.00	\$689.00	\$635.80	\$1,874.80
Total by - AR Code: Maintenance Charge	\$0.00	\$0.00	\$0.00	\$1,467.99	\$1,467.99
Total by - AR Code: Maintenance Credit	\$0.00	\$0.00	\$0.00	-\$0.50	-\$0.50
Total by - AR Code: Other Debt	\$0.00	\$0.00	\$0.00	\$401.78	\$401.78
Total by - AR Code: Prepayment	-\$2,187.26	-\$53.00	\$0.00	-\$1,402.41	-\$3,642.67
Total by - AR Code: Rent Credit	-\$68.00	-\$22.00	\$0.00	-\$45.00	-\$135.00
Total by - AR Code: Repayment Agreement	\$0.00	\$0.00	\$0.00	\$888.29	\$888.29
<b>Total for AMP Veterans Terrace</b>	<b>\$5,865.24</b>	<b>\$12.00</b>	<b>\$777.00</b>	<b>\$2,774.97</b>	<b>\$9,429.21</b>
<b>Grand Total</b>	<b>\$14,742.53</b>	<b>\$5,874.97</b>	<b>\$8,709.75</b>	<b>\$30,469.63</b>	<b>\$59,796.88</b>

\*\*note: Dwelling Rent Total for all properties totals approximately \$32,000 which we collect in the next month or start legal proceedings.

50

**Rent Collection Report**

**June 2013**

**AMP 100 - 282 units**

**(Hockanum Park, Shea Gardens, Rochambeau, Elms Village)**

Total Monthly Rent Charges	\$71,309.00		
Total Other Rent Charges	\$0.00	Total Charges & Adjustments	\$68,249.06
Total Rent Charge Adjustments	\$3,059.94	Total Receipts	\$62,761.06
Total Rent Receipts	\$62,761.06	<b>Collection %</b>	<b>92.0</b>
Total NSF Adjustments			
Net Rent Charges	\$5,488.00		

**AMP 200 - 306 units**

**(Meadow Hill, Highlands, Heritage Gardens, Miller Gardens)**

Total Monthly Rent Charges	\$81,821.00		
Total Other Rent Charges		Total Charges & Adjustments	\$78,639.80
Total Rent Charge Adjustments	\$3,181.20	Total Receipts	\$77,728.80
Total Rent Receipts	\$77,728.80	<b>Collection %</b>	<b>98.8</b>
Total NSF Adjustments			
Net Rent Charges	\$911.00		

**Hutt Heights - 29 units**

Total Monthly Rent Charges	\$6,861.00		
Total Other Rent Charges		Total Charges & Adjustments	\$6,746.50
Total Rent Charge Adjustments	\$114.50	Total Receipts	\$6,751.50
Total Rent Receipts	\$6,751.50	<b>Collection %</b>	<b>100.0</b>
Total NSF Adjustments			
Net Rent Charges	-\$5.00		

**King Court - 50 units**

Total Monthly Rent Charges	\$26,883.00	Total Charges & Adjustments	\$27,473.28
Total Other Rent Charges	\$139.72	Total Receipts	\$26,596.28
Total Rent Charge Adjustments	\$26,596.28	<b>Collection %</b>	<b>96.8</b>
Total Rent Receipts	\$730.00		
Total NSF Adjustments	\$877.00		
Net Rent Charges			

**Veterans Terrace - 150 units**

Total Monthly Rent Charges	\$42,004.00	Total Charges & Adjustments	\$40,075.24
Total Other Rent Charges	\$209.00	Total Receipts	\$39,398.24
Total Rent Charge Adjustments	\$2,137.76	<b>Collection %</b>	<b>98.3</b>
Total Rent Receipts	\$39,398.24		
Total NSF Adjustments	\$677.00		
Net Rent Charges			

50

**EAST HARTFORD HOUSING AUTHORITY  
CONSOLIDATED OPERATING STATEMENT**

as of JUNE 30, 2013

9 MONTH  
ACTUAL  
UNDER / (OVER)

FY13 BUDGET		BUDGET to date	ACTUAL to date	9 MONTH ACTUAL UNDER / (OVER)
3,641,060	RENTAL INCOME - BASE	2,730,795	2,759,544	(28,749)
91,172	RENTAL INCOME - EXCESS BASE	68,379	76,018	(7,639)
10,000	EXCESS UTILITIES	7,500	1,700	5,800
(173,112)	DWELLING VACANCY LOSS	(129,834)	(112,839)	(16,995)
31,500	NON-DWELLING RENTALS	23,625	20,000	3,625
-	SALES/SERVICE to TENANTS	-	-	-
300	INTEREST INCOME	225	(112)	337
175,358	ANTENNA INCOME	131,519	146,475	(14,956)
-	LAUNDRY INCOME	-	-	-
-	LATE FEE INCOME	-	-	-
-	MAINTENANCE CHARGES	-	-	-
384,123	OTHER INCOME	288,092	159,114	128,978
330,000	SECTION 8 SUBSIDY--ADMIN FEE	247,500	218,505	28,995
2,045,527	FEDERAL SUBSIDY	1,534,145	1,384,783	149,362
622,023	MANAGEMENT FEES	466,517	466,517	0
55,890	BOOKKEEPING FEES	41,918	41,918	(1)
-	ASSET MANAGEMENT FEES	-	-	-
132,222	TRANSFER from CAPITAL FUNDS	99,167	68,807	30,360
<b>7,346,064</b>	<b>TOTAL INCOME</b>	<b>5,509,548</b>	<b>5,230,430</b>	<b>279,118</b>
997,974	ADMINISTRATION SALARIES	748,481	753,260	(4,779)
-	TIME-OFF COMPENSATION ACCRUAL	-	-	-
206,000	LEGAL EXPENSE	154,500	122,395	32,105
26,000	ACCOUNTING FEES	19,500	-	19,500
20,740	OFFICE SUPPLIES	15,555	13,691	1,864
8,500	TRAVEL	6,375	8,768	(2,393)
202,354	OTHER OFFICE EXPENSE	151,766	134,713	17,052
1,229,024	PENSIONS AND OTHER	921,768	911,783	9,985
29,782	PAYROLL TAXES	22,337	18,086	4,251
693,176	MANAGEMENT FEES	519,882	443,243	76,639
55,890	BOOKKEEPING FEES	41,918	41,918	(1)
-	ASSET MANAGEMENT FEES	-	-	-
14,675	RESIDENT SERVICES	11,006	-	11,006
<b>3,484,115</b>	<b>TOTAL ADMINISTRATIVE EXPENSE</b>	<b>2,613,086</b>	<b>2,447,857</b>	<b>166,230</b>
403,000	WATER	302,250	274,976	27,274
413,000	ELECTRICITY	309,750	305,493	4,257
511,750	GAS	383,813	412,911	(29,099)
26,100	FUEL	19,575	16,915	2,660
-	UTILITY LABOR	-	-	-
<b>1,353,850</b>	<b>TOTAL UTILITY EXPENSE</b>	<b>1,015,388</b>	<b>1,010,295</b>	<b>5,093</b>
666,764	MAINTENANCE WAGES	500,073	480,551	19,522
289,000	MATERIALS AND SUPPLIES	216,750	164,036	52,714
297,500	CONTRACTUAL SERVICES	223,125	262,428	(39,303)
<b>1,253,264</b>	<b>TOTAL MAINTENANCE EXPENSE</b>	<b>939,946</b>	<b>907,015</b>	<b>32,933</b>
96,200	REFUSE REMOVAL	72,150	63,107	9,043
250,315	INSURANCE	187,736	184,612	3,124
-	INTEREST EXPENSE	-	-	-
12,000	OTHER GENERAL	9,000	9,442	(442)
120,000	REPAYMENT TO HCV	90,000	90,000	-
<b>478,515</b>	<b>TOTAL OTHER EXPENSE</b>	<b>358,886</b>	<b>347,162</b>	<b>11,725</b>
<b>6,569,744</b>	<b>TOTAL ACTUAL EXPENSES</b>	<b>4,927,308</b>	<b>4,712,328</b>	<b>214,980</b>
<b>776,320</b>	<b>OPERATING GAIN / (LOSS)</b>	<b>582,240</b>	<b>518,102</b>	<b>64,138</b>
	<b>ACCRUED EXPENSES</b>			
198,207	PILOT	148,655	153,348	A (4,692)
206,315	PROVISION FOR OPEB	154,736	154,737	B (1)
220,883	PROVISION FOR REPAIRS	165,662	165,662	C 0
47,200	PROVISION FOR COLLECTION LOSS	35,400	35,400	D -
<b>672,605</b>	<b>TOTAL ACCRUED EXPENSES</b>	<b>504,454</b>	<b>509,147</b>	<b>(4,693)</b>
<b>7,242,349</b>	<b>TOTAL OPERATING EXPENSES</b>	<b>5,431,762</b>	<b>5,221,475</b>	<b>210,287</b>
<b>103,715</b>	<b>NET OPERATING GAIN (LOSS)</b>	<b>77,786</b>	<b>8,955</b>	<b>68,831</b>

**EAST HARTFORD HOUSING AUTHORITY  
CENTRAL OFFICE COST CENTER (COCC)**

as of JUNE 30, 2013

	BUDGET to-date	ACTUAL to-date	ACTUAL UNDER / (OVER)
RENTAL INCOME - BASE	-		-
RENTAL INCOME - EXCESS BASE	-		-
EXCESS UTILITIES	-		-
DWELLING VACANCY LOSS	-		-
NON-DWELLING RENTALS	23,625	20,000	3,625
SALES/SERVICE to TENANTS	-		-
INTEREST INCOME	-		-
ANTENNA INCOME	-		-
LAUNDRY INCOME	-		-
LATE FEE INCOME	-		-
MAINTENANCE CHARGES	-		-
OTHER INCOME	74,863	74,731	132
SECTION 8 SUBSIDY--ADMIN FEE	-		-
FEDERAL SUBSIDY	-		-
MANAGEMENT FEES	466,517	466,517	0
BOOKKEEPING FEES	41,918	41,918	(1)
ASSET MANAGEMENT FEES	-		-
TRANSFER from CAPITAL FUNDS	99,167	68,807	30,360
<b>TOTAL INCOME</b>	<b>706,089</b>	<b>671,973</b>	<b>34,116</b>
<b>ADMINISTRATIVE EXPENDITURES</b>			
ADMINISTRATION SALARIES	360,068	356,479	3,589
TIME-OFF COMPENSATION ACCRUAL	-		-
LEGAL EXPENSE	4,500	6,531	(2,031)
ACCOUNTING FEES	3,750	-	3,750
OFFICE SUPPLIES	9,000	8,114	886
TRAVEL	1,125	179	946
OTHER OFFICE EXPENSE	26,250	10,479	15,771
PENSIONS AND OTHER	196,774	216,727	(19,953)
PAYROLL TAXES	-		-
MANAGEMENT FEES	-		-
BOOKKEEPING FEES	-		-
ASSET MANAGEMENT FEES	-		-
RESIDENT SERVICES	-		-
<b>TOTAL ADMINISTRATIVE EXPENSE</b>	<b>601,467</b>	<b>598,509</b>	<b>2,958</b>
<b>UTILITIES</b>			
WATER	750	142	608
ELECTRICITY	11,250	9,787	1,463
GAS	188	-	188
FUEL	8,250	11,881	(3,631)
UTILITY LABOR	-		-
<b>TOTAL UTILITY EXPENSE</b>	<b>20,438</b>	<b>21,810</b>	<b>(1,372)</b>
<b>MAINTENANCE</b>			
MAINTENANCE WAGES	-		-
MATERIALS AND SUPPLIES	750	1,722	(972)
CONTRACTUAL SERVICES	37,500	5,760	31,740
<b>TOTAL MAINTENANCE EXPENSE</b>	<b>38,250</b>	<b>7,482</b>	<b>30,768</b>
<b>OTHER</b>			
REFUSE REMOVAL	2,025	2,085	(60)
INSURANCE	12,459	11,954	505
INTEREST EXPENSE	-		-
PRINCIPAL--MORTGAGE	-		-
REPAYMENT TO HCV	-		-
<b>TOTAL OTHER EXPENSE</b>	<b>14,484</b>	<b>14,039</b>	<b>445</b>
<b>TOTAL ACTUAL EXPENSES</b>	<b>674,639</b>	<b>641,840</b>	<b>32,798</b>
<b>OPERATING GAIN / (LOSS)</b>	<b>31,451</b>	<b>30,133</b>	<b>1,318</b>
<b><u>ACCRUED EXPENSES</u></b>			
PILOT			-
PROVISION FOR OPEB	32,247	32,247	-
PROVISION FOR REPAIRS			-
PROVISION FOR COLLECTION LOSS			-
<b>TOTAL ACCRUED EXPENSES</b>	<b>32,247</b>	<b>32,247</b>	<b>-</b>
<b>TOTAL OPERATING &amp; ACCRUED</b>	<b>706,886</b>	<b>674,087</b>	<b>32,798</b>
<b>NET GAIN (LOSS)</b>	<b>(796)</b>	<b>(2,114)</b>	<b>1,318</b>

**EAST HARTFORD HOUSING AUTHORITY**

**FEDERAL AMP 1**

as of JUNE 30, 2013

	<b>BUDGET</b>	<b>ACTUAL</b>	<b>ACTUAL</b>
	<b>to-date</b>	<b>to-date</b>	<b>UNDER / (OVER)</b>
RENTAL INCOME - BASE	583,462	599,533	(16,071)
RENTAL INCOME - EXCESS BASE	-	-	-
EXCESS UTILITIES	-	(1,170)	1,170
DWELLING VACANCY LOSS	-	-	-
NON-DWELLING RENTALS	-	-	-
SALES/SERVICE to TENANTS	-	-	-
INTEREST INCOME	-	(156)	156
ANTENNA INCOME	-	-	-
LAUNDRY INCOME	-	-	-
LATE FEE INCOME	-	-	-
MAINTENANCE CHARGES	-	-	-
OTHER INCOME	42,780	13,114	29,666
SECTION 8 SUBSIDY--ADMIN FEE	-	-	-
<b>FEDERAL SUBSIDY</b>	<b>860,653</b>	<b>716,745</b>	<b>143,908</b>
MANAGEMENT FEES	-	-	-
BOOKKEEPING FEES	-	-	-
ASSET MANAGEMENT FEES	-	-	-
TRANSFER from CAPITAL FUNDS	-	-	-
<b>TOTAL INCOME</b>	<b>1,486,895</b>	<b>1,328,065</b>	<b>158,829</b>
<b>ADMINISTRATIVE EXPENDITURES</b>			
ADMINISTRATION SALARIES	67,769	69,129	(1,359)
TIME-OFF COMPENSATION ACCRUAL	-	-	-
LEGAL EXPENSE	63,750	46,397	17,353
ACCOUNTING FEES	-	-	-
OFFICE SUPPLIES	-	-	-
TRAVEL	1,125	1,476	(351)
OTHER OFFICE EXPENSE	45,000	36,738	8,262
PENSIONS AND OTHER	193,398	181,777	11,621
PAYROLL TAXES	-	-	-
MANAGEMENT FEES	187,399	187,399	(0)
BOOKKEEPING FEES	19,238	19,238	(1)
ASSET MANAGEMENT FEES	-	-	-
RESIDENT SERVICES	5,269	-	5,269
<b>TOTAL ADMINISTRATIVE EXPENSE</b>	<b>582,947</b>	<b>542,153</b>	<b>40,794</b>
<b>UTILITIES</b>			
WATER	150,000	133,113	16,887
ELECTRICITY	63,750	63,467	283
GAS	146,250	149,769	(3,519)
FUEL	6,000	1,221	4,779
UTILITY LABOR	-	-	-
<b>TOTAL UTILITY EXPENSE</b>	<b>366,000</b>	<b>347,570</b>	<b>18,430</b>
<b>MAINTENANCE</b>			
MAINTENANCE WAGES	156,807	127,132	29,675
MATERIALS AND SUPPLIES	67,500	49,017	18,483
CONTRACTUAL SERVICES	56,250	85,707	(29,457)
<b>TOTAL MAINTENANCE EXPENSE</b>	<b>280,557</b>	<b>261,856</b>	<b>18,701</b>
<b>OTHER</b>			
REFUSE REMOVAL	24,750	27,099	(2,349)
INSURANCE	58,694	57,846	848
INTEREST EXPENSE	-	-	-
PRINCIPAL--MORTGAGE	-	-	-
REPAYMENT TO HCV	45,000	45,000	-
<b>TOTAL OTHER EXPENSE</b>	<b>128,444</b>	<b>129,945</b>	<b>(1,501)</b>
<b>TOTAL ACTUAL EXPENSES</b>	<b>1,357,949</b>	<b>1,281,524</b>	<b>76,424</b>
<b>OPERATING GAIN / (LOSS)</b>	<b>128,946</b>	<b>46,541</b>	<b>82,405</b>
<b>ACCRUED EXPENSES</b>			
PILOT	21,746	25,079	(3,333)
PROVISION FOR OPEB	31,690	31,690	(0)
PROVISION FOR REPAIRS	-	-	-
PROVISION FOR COLLECTION LOSS	15,000	15,000	-
<b>TOTAL ACCRUED EXPENSES</b>	<b>68,436</b>	<b>71,769</b>	<b>(3,333)</b>
<b>TOTAL OPERATING &amp; ACCRUED</b>	<b>1,426,385</b>	<b>1,353,294</b>	<b>73,091</b>
<b>NET GAIN (LOSS)</b>	<b>60,510</b>	<b>(25,228)</b>	<b>85,738</b>

Hockanum Park, Shea Gardens, Rochambeau & Elms Village

**EAST HARTFORD HOUSING AUTHORITY**

**FEDERAL AMP 2**

as of **JUNE 30, 2013**

	<b>BUDGET</b>	<b>ACTUAL</b>	<b>ACTUAL</b>
	<b>to-date</b>	<b>to-date</b>	<b>UNDER / (OVER)</b>
RENTAL INCOME - BASE	717,599	733,123	(15,524)
RENTAL INCOME - EXCESS BASE	-	-	-
EXCESS UTILITIES	7,500	8,760	(1,260)
DWELLING VACANCY LOSS	-	-	-
NON-DWELLING RENTALS	-	-	-
SALES/SERVICE to TENANTS	-	-	-
INTEREST INCOME	-	-	-
ANTENNA INCOME	131,519	146,475	(14,956)
LAUNDRY INCOME	-	-	-
LATE FEE INCOME	-	-	-
MAINTENANCE CHARGES	-	-	-
OTHER INCOME	92,426	17,769	74,657
SECTION 8 SUBSIDY--ADMIN FEE	-	-	-
FEDERAL SUBSIDY	605,410	611,211	(5,801)
MANAGEMENT FEES	-	-	-
BOOKKEEPING FEES	-	-	-
ASSET MANAGEMENT FEES	-	-	-
TRANSFER from CAPITAL FUNDS	-	-	-
<b>TOTAL INCOME</b>	<b>1,554,453</b>	<b>1,517,338</b>	<b>37,116</b>
<b>ADMINISTRATIVE EXPENDITURES</b>			
ADMINISTRATION SALARIES	81,583	82,503	(920)
TIME-OFF COMPENSATION ACCRUAL	-	-	-
LEGAL EXPENSE	45,000	38,481	6,519
ACCOUNTING FEES	3,750	-	3,750
OFFICE SUPPLIES	-	-	-
TRAVEL	1,500	1,161	339
OTHER OFFICE EXPENSE	41,250	40,691	559
PENSIONS AND OTHER	240,143	234,926	5,216
PAYROLL TAXES	-	-	-
MANAGEMENT FEES	201,207	201,207	0
BOOKKEEPING FEES	20,655	20,655	-
ASSET MANAGEMENT FEES	-	-	-
RESIDENT SERVICES	5,738	-	5,738
<b>TOTAL ADMINISTRATIVE EXPENSE</b>	<b>640,825</b>	<b>619,625</b>	<b>21,200</b>
<b>UTILITIES</b>			
WATER	86,250	93,560	(7,310)
ELECTRICITY	168,750	176,520	(7,770)
GAS	78,750	88,705	(9,955)
FUEL	4,875	2,828	2,047
UTILITY LABOR	-	-	-
<b>TOTAL UTILITY EXPENSE</b>	<b>338,625</b>	<b>361,612</b>	<b>(22,987)</b>
<b>MAINTENANCE</b>			
MAINTENANCE WAGES	191,723	200,085	(8,363)
MATERIALS AND SUPPLIES	87,750	44,082	43,668
CONTRACTUAL SERVICES	63,750	90,729	(26,979)
<b>TOTAL MAINTENANCE EXPENSE</b>	<b>343,223</b>	<b>334,896</b>	<b>8,326</b>
<b>OTHER</b>			
REFUSE REMOVAL	24,750	27,897	(3,147)
INSURANCE	64,828	64,021	807
INTEREST EXPENSE	-	-	-
PRINCIPAL--MORTGAGE	-	-	-
REPAYMENT TO HCV	45,000	45,000	-
<b>TOTAL OTHER EXPENSE</b>	<b>134,578</b>	<b>136,918</b>	<b>(2,340)</b>
<b>TOTAL ACTUAL EXPENSES</b>	<b>1,457,250</b>	<b>1,453,051</b>	<b>4,199</b>
<b>OPERATING GAIN / (LOSS)</b>	<b>97,203</b>	<b>64,287</b>	<b>32,916</b>
<b><u>ACCRUED EXPENSES</u></b>			
PILOT	37,897	38,027	(130)
PROVISION FOR OPEB	39,365	39,365	0
PROVISION FOR REPAIRS	-	-	-
PROVISION FOR COLLECTION LOSS	15,000	15,000	-
<b>TOTAL ACCRUED EXPENSES</b>	<b>92,263</b>	<b>92,392</b>	<b>(129)</b>
<b>TOTAL OPERATING &amp; ACCRUED</b>	<b>1,549,513</b>	<b>1,545,443</b>	<b>4,070</b>
<b>NET GAIN (LOSS)</b>	<b>4,940</b>	<b>(28,105)</b>	<b>33,046</b>

Meadow Hill, Heritage Gardens, Highlands, Miller Gardens



**EAST HARTFORD HOUSING AUTHORITY  
HOUSING CHOICE VOUCHER PROGRAM**

as of JUNE 30, 2013

	BUDGET to-date	ACTUAL to-date	ACTUAL UNDER / (OVER)
RENTAL INCOME - BASE	-		-
RENTAL INCOME - EXCESS BASE	-		-
EXCESS UTILITIES	-		-
DWELLING VACANCY LOSS	-		-
NON-DWELLING RENTALS	-		-
SALES/SERVICE to TENANTS	-		-
INTEREST INCOME	225	210	15
ANTENNA INCOME	-		-
LAUNDRY INCOME	-		-
LATE FEE INCOME	-		-
MAINTENANCE CHARGES	-		-
OTHER INCOME	50,479	31,774	18,705
SECTION 8 SUBSIDY--ADMIN FEE	247,500	218,505	28,995
FEDERAL SUBSIDY	-		-
MANAGEMENT FEES	-		-
BOOKKEEPING FEES	-		-
ASSET MANAGEMENT FEES	-		-
TRANSFER from CAPITAL FUNDS	-		-
<b>TOTAL INCOME</b>	<b>298,204</b>	<b>250,488</b>	<b>47,716</b>
<b>ADMINISTRATIVE EXPENDITURES</b>			
ADMINISTRATION SALARIES	100,242	102,365	(2,123)
TIME-OFF COMPENSATION ACCRUAL	-		-
LEGAL EXPENSE	7,500	5,751	1,749
ACCOUNTING FEES	4,500	-	4,500
OFFICE SUPPLIES	-		-
TRAVEL	1,125	1,138	(13)
OTHER OFFICE EXPENSE	22,500	26,704	(4,204)
PENSIONS AND OTHER	73,790	75,816	(2,026)
PAYROLL TAXES	-		-
MANAGEMENT FEES	58,185	34,911	23,274
BOOKKEEPING FEES	-		-
ASSET MANAGEMENT FEES	-		-
RESIDENT SERVICES	-		-
<b>TOTAL ADMINISTRATIVE EXPENSE</b>	<b>267,842</b>	<b>246,686</b>	<b>21,156</b>
<b>UTILITIES</b>			
WATER	-		-
ELECTRICITY	-		-
GAS	-		-
FUEL	-		-
UTILITY LABOR	-		-
<b>TOTAL UTILITY EXPENSE</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>MAINTENANCE</b>			
MAINTENANCE WAGES	-		-
MATERIALS AND SUPPLIES	750	(16)	766
CONTRACTUAL SERVICES	1,125	47	1,078
<b>TOTAL MAINTENANCE EXPENSE</b>	<b>1,875</b>	<b>31</b>	<b>1,844</b>
<b>OTHER</b>			
REFUSE REMOVAL	-		-
INSURANCE	6,434	6,387	47
INTEREST EXPENSE	-		-
OTHER GENERAL	9,000	9,442	(442)
REPAYMENT TO HCV	-		-
<b>TOTAL OTHER EXPENSE</b>	<b>15,434</b>	<b>15,829</b>	<b>(395)</b>
<b>TOTAL ACTUAL EXPENSES</b>	<b>285,151</b>	<b>262,546</b>	<b>22,604</b>
<b>OPERATING GAIN / (LOSS)</b>	<b>13,053</b>	<b>(12,058)</b>	<b>25,111</b>
<b>ACCRUED EXPENSES</b>			
PILOT			-
PROVISION FOR OPEB	12,101	12,101	(1)
PROVISION FOR REPAIRS			-
PROVISION FOR COLLECTION LOSS			-
<b>TOTAL ACCRUED EXPENSES</b>	<b>12,101</b>	<b>12,101</b>	<b>(1)</b>
<b>TOTAL OPERATING &amp; ACCRUED</b>	<b>297,251</b>	<b>274,647</b>	<b>22,604</b>
<b>NET GAIN (LOSS)</b>	<b>953</b>	<b>(24,159)</b>	<b>25,112</b>

**EAST HARTFORD HOUSING AUTHORITY**

**KING COURT**

as of JUNE 30, 2013

	BUDGET	ACTUAL	ACTUAL
	to-date	to-date	UNDER / (OVER)
RENTAL INCOME - BASE	278,280	278,280	-
RENTAL INCOME - EXCESS BASE	68,379	76,018	(7,639)
EXCESS UTILITIES	-		
DWELLING VACANCY LOSS	(115,245)	(108,180)	(7,065)
NON-DWELLING RENTALS	-	-	
SALES/SERVICE to TENANTS	-		
INTEREST INCOME	-	(112)	112
ANTENNA INCOME	-		
LAUNDRY INCOME	-		
LATE FEE INCOME	-		
MAINTENANCE CHARGES	-		
OTHER INCOME	375	4,429	(4,054)
SECTION 8 SUBSIDY--ADMIN FEE	-		
FEDERAL SUBSIDY	-	-	
MANAGEMENT FEES	-		
BOOKKEEPING FEES	-		
ASSET MANAGEMENT FEES	-		
TRANSFER from CAPITAL FUNDS			
<b>TOTAL INCOME</b>	<b>231,789</b>	<b>250,435</b>	<b>(18,646)</b>
<b>ADMINISTRATIVE EXPENDITURES</b>			
ADMINISTRATION SALARIES	38,070	39,889	(1,819)
TIME-OFF COMPENSATION ACCRUAL	-		
LEGAL EXPENSE	9,750	4,999	4,751
ACCOUNTING FEES	1,500	-	1,500
OFFICE SUPPLIES	2,805	363	2,442
TRAVEL	375	115	260
OTHER OFFICE EXPENSE	3,554	4,466	(912)
PENSIONS AND OTHER	44,877	46,025	(1,148)
PAYROLL TAXES	4,718	4,552	166
MANAGEMENT FEES	-		
BOOKKEEPING FEES	-		
ASSET MANAGEMENT FEES	-		
RESIDENT SERVICES	-		
<b>TOTAL ADMINISTRATIVE EXPENSE</b>	<b>105,649</b>	<b>100,410</b>	<b>5,239</b>
<b>UTILITIES</b>			
WATER	15,000	11,109	3,891
ELECTRICITY	9,750	7,728	2,022
GAS	18,750	19,946	(1,196)
FUEL	75	215	
UTILITY LABOR	-		
<b>TOTAL UTILITY EXPENSE</b>	<b>43,675</b>	<b>38,998</b>	<b>4,717</b>
<b>MAINTENANCE</b>			
MAINTENANCE WAGES	15,653	21,620	(5,967)
MATERIALS AND SUPPLIES	11,250	4,473	6,777
CONTRACTUAL SERVICES	18,750	8,048	10,702
<b>TOTAL MAINTENANCE EXPENSE</b>	<b>45,653</b>	<b>34,142</b>	<b>11,512</b>
<b>OTHER</b>			
REFUSE REMOVAL	5,250	-	5,250
INSURANCE	11,787	11,489	298
INTEREST EXPENSE	-		
PRINCIPAL--MORTGAGE	-		
REPAYMENT TO HCV	-		
<b>TOTAL OTHER EXPENSE</b>	<b>17,037</b>	<b>11,489</b>	<b>5,548</b>
<b>TOTAL ACTUAL EXPENSES</b>	<b>211,914</b>	<b>185,038</b>	<b>27,016</b>
<b>OPERATING GAIN / (LOSS)</b>	<b>19,875</b>	<b>65,397</b>	<b>45,662</b>
<b>ACCRUED EXPENSES</b>			
PILOT	-		
PROVISION FOR OPEB	8,124	8,124	-
PROVISION FOR REPAIRS	10,851	10,851	-
PROVISION FOR COLLECTION LOSS	900	900	-
<b>TOTAL ACCRUED EXPENSES</b>	<b>19,875</b>	<b>19,875</b>	<b>-</b>
<b>TOTAL OPERATING &amp; ACCRUED</b>	<b>231,789</b>	<b>204,913</b>	<b>27,016</b>
<b>NET GAIN (LOSS)</b>	<b>-</b>	<b>45,522</b>	<b>45,662</b>

## EAST HARTFORD HOUSING AUTHORITY

## HUTT HEIGHTS

as of JUNE 30, 2013

	BUDGET	ACTUAL	ACTUAL
	to-date	to-date	UNDER / (OVER)
RENTAL INCOME - BASE	69,565	66,718	2,847
RENTAL INCOME - EXCESS BASE	-	-	-
EXCESS UTILITIES	-	1,320	(1,320)
DWELLING VACANCY LOSS	-	-	-
NON-DWELLING RENTALS	-	-	-
SALES/SERVICE to TENANTS	-	-	-
INTEREST INCOME	-	-	-
ANTENNA INCOME	-	-	-
LAUNDRY INCOME	-	-	-
LATE FEE INCOME	-	-	-
MAINTENANCE CHARGES	-	-	-
OTHER INCOME	27,170	9,204	17,966
SECTION 8 SUBSIDY--ADMIN FEE	-	-	-
FEDERAL SUBSIDY	68,082	56,827	11,255
MANAGEMENT FEES	-	-	-
BOOKKEEPING FEES	-	-	-
ASSET MANAGEMENT FEES	-	-	-
TRANSFER from CAPITAL FUNDS	-	-	-
<b>TOTAL INCOME</b>	<b>164,817</b>	<b>134,069</b>	<b>30,748</b>
<b>ADMINISTRATIVE EXPENDITURES</b>			
ADMINISTRATION SALARIES	12,722	12,711	11
TIME-OFF COMPENSATION ACCRUAL	-	-	-
LEGAL EXPENSE	6,000	6,099	(99)
ACCOUNTING FEES	750	-	750
OFFICE SUPPLIES	-	-	-
TRAVEL	375	163	212
OTHER OFFICE EXPENSE	4,500	4,664	(164)
PENSIONS AND OTHER	19,606	19,666	(60)
PAYROLL TAXES	-	-	-
MANAGEMENT FEES	19,726	19,726	0
BOOKKEEPING FEES	2,025	2,025	-
ASSET MANAGEMENT FEES	-	-	-
RESIDENT SERVICES	-	-	-
<b>TOTAL ADMINISTRATIVE EXPENSE</b>	<b>65,704</b>	<b>65,054</b>	<b>651</b>
<b>UTILITIES</b>			
WATER	15,000	13,630	1,370
ELECTRICITY	18,750	19,034	(284)
GAS	15,000	17,842	(2,842)
FUEL	75	126	(53)
UTILITY LABOR	-	-	-
<b>TOTAL UTILITY EXPENSE</b>	<b>48,825</b>	<b>50,634</b>	<b>(1,809)</b>
<b>MAINTENANCE</b>			
MAINTENANCE WAGES	11,991	12,824	(833)
MATERIALS AND SUPPLIES	3,750	5,382	(1,632)
CONTRACTUAL SERVICES	4,500	9,596	(5,096)
<b>TOTAL MAINTENANCE EXPENSE</b>	<b>20,241</b>	<b>27,803</b>	<b>(7,562)</b>
<b>OTHER</b>			
REFUSE REMOVAL	5,625	6,026	(401)
INSURANCE	6,200	6,054	146
INTEREST EXPENSE	-	-	-
PRINCIPAL--MORTGAGE	-	-	-
REPAYMENT TO HCV	-	-	-
<b>TOTAL OTHER EXPENSE</b>	<b>11,825</b>	<b>12,080</b>	<b>(255)</b>
<b>TOTAL ACTUAL EXPENSES</b>	<b>146,595</b>	<b>155,570</b>	<b>(8,974)</b>
<b>OPERATING GAIN / (LOSS)</b>	<b>18,222</b>	<b>(21,500)</b>	<b>39,722</b>
<b>ACCRUED EXPENSES</b>			
PILOT	2,074	1,740	334
PROVISION FOR OPEB	3,218	3,218	0
PROVISION FOR REPAIRS	-	-	-
PROVISION FOR COLLECTION LOSS	750	750	-
<b>TOTAL ACCRUED EXPENSES</b>	<b>6,042</b>	<b>5,708</b>	<b>334</b>
<b>TOTAL OPERATING &amp; ACCRUED</b>	<b>152,638</b>	<b>161,278</b>	<b>(8,641)</b>
<b>NET GAIN (LOSS)</b>	<b>12,179</b>	<b>(27,209)</b>	<b>39,388</b>

**EAST HARTFORD HOUSING AUTHORITY**

**VETERAN's TERRACE**

as of JUNE 30, 2013

	BUDGET	ACTUAL	ACTUAL
	to-date	to-date	UNDER / (OVER)
RENTAL INCOME - BASE	1,081,890	1,081,890	-
RENTAL INCOME - EXCESS BASE	-	-	-
EXCESS UTILITIES	-	(7,210)	7,210
DWELLING VACANCY LOSS	(14,589)	(4,659)	(9,930)
NON-DWELLING RENTALS	-	-	-
SALES/SERVICE to TENANTS	-	-	-
INTEREST INCOME	-	(53)	53
ANTENNA INCOME	-	-	-
LAUNDRY INCOME	-	-	-
LATE FEE INCOME	-	-	-
MAINTENANCE CHARGES	-	-	-
OTHER INCOME	-	8,093	(8,093)
SECTION 8 SUBSIDY--ADMIN FEE	-	-	-
FEDERAL SUBSIDY	-	-	-
MANAGEMENT FEES	-	-	-
BOOKKEEPING FEES	-	-	-
ASSET MANAGEMENT FEES	-	-	-
TRANSFER from CAPITAL FUNDS	-	-	-
<b>TOTAL INCOME</b>	<b>1,067,301</b>	<b>1,078,061</b>	<b>(10,760)</b>
<b>ADMINISTRATIVE EXPENDITURES</b>			
ADMINISTRATION SALARIES	88,026	90,183	(2,157)
TIME-OFF COMPENSATION ACCRUAL	-	-	-
LEGAL EXPENSE	18,000	14,135	3,865
ACCOUNTING FEES	5,250	-	5,250
OFFICE SUPPLIES	3,750	5,214	(1,464)
TRAVEL	750	4,536	(3,786)
OTHER OFFICE EXPENSE	8,711	10,972	(2,260)
PENSIONS AND OTHER	153,182	136,847	16,335
PAYROLL TAXES	17,619	13,534	4,085
MANAGEMENT FEES	53,365	-	53,365
BOOKKEEPING FEES	-	-	-
ASSET MANAGEMENT FEES	-	-	-
RESIDENT SERVICES	-	-	-
<b>TOTAL ADMINISTRATIVE EXPENSE</b>	<b>348,653</b>	<b>275,420</b>	<b>73,232</b>
<b>UTILITIES</b>			
WATER	35,250	23,423	11,827
ELECTRICITY	37,500	28,957	8,543
GAS	124,875	136,649	(11,774)
FUEL	300	642	(342)
UTILITY LABOR	-	-	-
<b>TOTAL UTILITY EXPENSE</b>	<b>197,925</b>	<b>189,672</b>	<b>8,253</b>
<b>MAINTENANCE</b>			
MAINTENANCE WAGES	123,899	118,889	5,010
MATERIALS AND SUPPLIES	45,000	59,375	(14,375)
CONTRACTUAL SERVICES	41,250	62,541	(21,291)
<b>TOTAL MAINTENANCE EXPENSE</b>	<b>210,149</b>	<b>240,806</b>	<b>(30,656)</b>
<b>OTHER</b>			
REFUSE REMOVAL	9,750	-	9,750
INSURANCE	27,334	26,861	473
INTEREST EXPENSE	-	-	-
PRINCIPAL--MORTGAGE	-	-	-
REPAYMENT TO HCV	-	-	-
<b>TOTAL OTHER EXPENSE</b>	<b>37,084</b>	<b>26,861</b>	<b>10,223</b>
<b>TOTAL ACTUAL EXPENSES</b>	<b>793,811</b>	<b>732,758</b>	<b>61,052</b>
<b>OPERATING GAIN / (LOSS)</b>	<b>273,491</b>	<b>345,303</b>	<b>71,812</b>
<b><u>ACCRUED EXPENSES</u></b>			
PILOT	86,938	88,501	(1,563)
PROVISION FOR OPEB	27,992	27,992	(1)
PROVISION FOR REPAIRS	154,811	154,811	0
PROVISION FOR COLLECTION LOSS	3,750	3,750	-
<b>TOTAL ACCRUED EXPENSES</b>	<b>273,491</b>	<b>275,054</b>	<b>(1,563)</b>
<b>TOTAL OPERATING &amp; ACCRUED</b>	<b>1,067,301</b>	<b>1,007,812</b>	<b>59,489</b>
<b>NET GAIN (LOSS)</b>	<b>-</b>	<b>70,249</b>	<b>70,249</b>

(6A)

**Central Office**

**A. Cooperative Parties – Energy Consultant**

- 11-7-12 Bid opening for RFP for Energy Consultant issued by EHHA, Town of East Hartford and Board of Education- 11 responses were received.
- 12-12-12 EHHA evaluation of responses completed. A request for additional information and a revised scope of work was sent to all respondents with a due date of January 8, 2013 due to the holiday period.
- 1-9-13 Evaluation of responses completed. Two finalists selected for interviews.
- 1-31-13 Two finalists interviewed. GDS Associates & Facilities Strategy Group
- 2-1-13 A recommendation for hire should be ready for Board approval for Feb. 20 meeting
- 2-20-13 Board approved for hire Facilities Strategy Group
- 2-22-13 Contract signed
- 2-28-13 Phone conference. Site visits scheduled for March 14 & 15 along with meeting with HUD representatives set for March 14 to review approval process for the RFP seeking an Energy Services Provider for all Federal sites.
- 3-1-13 sent site maps, suggested ECM measures and Capital Improvement list to consultant
- 3-14 & 3-15/13 Completed site visits and met with HUD representatives to review approval process.
- 3-28-13 Draft RFP received and being reviewed by EHHA with minor changes recommended.
- 4-1-13 no change in status
- 5-1-13 HUD review comments incorporated into master document. Awaiting completion of utility spreadsheet information prior to sending to HUD for formal review and approval.
- 5-31-13. Utility spreadsheets completed and submitted to FSG for condensing. Dates established for RFP advertisement pending final HUD review and approval. HUD received RFP for formal review.
- 6-3-13 no change in status
- 6-7-13 Received formal HUD approval and advertized RFP in Courant, construction sites and on NAHRO website.
- 7-1-13 Site visit is scheduled for 7-9-13 for interested Energy Services Providers

**13- 1 Hockanum Park**

A. No work scheduled

**13-2 Shea Gardens**

A. No work scheduled

**13-3 Rochambeau**

- A. This property will be surveyed for potential concrete trip hazards on sidewalks and patio areas for either replacement or edge grinding due to comments made by REAC Inspector.
- 5-1-13 no change in status
- 6-3-13 no change in status
- 7-1-13 no change in status

**B.** Buildings were surveyed for repairs to gutter/downspout systems and adding gutter guard material and additional downspouts at selected locations. An IFB for this work is being prepared to solicit quotes.

5-1-13 No change in status

5-22-13 contract signed with low bidder, MJL Home Improvements for \$7,600 to check all gutters, clean, re-secure to fascia, add downspouts at 15 new locations and to add 540 lineal feet for metal mesh gutter guard on buildings next to tree line. Funds for CFP 2011, Management Improvements to pay for this work.

6-3-13 work started on 5/28 and continuing as weather permits

7-1-13 All work completed in June and this project will be closed out for next Board report.

### **13-4 Meadow Hill**

**A.** This property will be surveyed for potential concrete trip hazards on sidewalks and patio areas for either replacement or edge grinding due to comments made by REAC Inspector. Additional concerns raised were brush and trees in fence line as well as poor condition of fencing and several areas of asphalt paving in parking lots were suggested to be repaired.

5-1-13 An Invitation for Bid is being prepared for the clearing of trees in or along the fence line. Funds are available in CFP 2011, BLI 1450 for this work.

5-12-13 25' of lifted sidewalk found that is a trip hazard due to large tree roots.

5-22-13 Two IFB issued. One for stump grinding/tree & brush removal and one for concrete walk replacement.

5-29-13 Contracted with AA Industries as they were awarded both bids. Stump grinding/tree removal bid was \$1,435 and replace concrete walk cost was \$1,448. CFP 2011 BLI 1450 Site Improvements to pay for this work.

6-3-13 Work scheduled to be completed on 6/6 and 6/7 and residents notified

7-1-13 All work completed in June and this project will be closed out for next Board report.

### **B. Temporary Generator**

5-30-13 Kinsley Generator reported late in the day that the generator end (rotor/stator) is not repairable as previously thought. The generator could fail at anytime during start up or operation.

5-31-13 Prepared IFB for temporary 300KW generator to be supplied. Approved to proceed with Kinsley Generator at a monthly rate of \$4,500. Anticipate a 3-4 month minimum process under CFP 2013 budgeting to replace generator. Estimated cost of \$80,000 - \$90,000.

6-3-13 Temporary generator installed at site

6-11-13 Contract signed with Capital Studio Architects for \$8,900 (same rate as Miller Gardens) to fast track the design and bid documents for a new 300 KW diesel generator.

7-1-13 Site visited three times in June for design and KW verification. Design work is on-going.

### **13-5 Elms Village**

**A.** This property will be surveyed for potential concrete or asphalt trip hazards on sidewalks and patio areas for either replacement or edge grinding due to comments made by REAC Inspector. Additional concerns raised were brush and trees in fence line as well as poor condition of fencing and several areas of asphalt paving in parking lots were suggested to be repaired.

5-1-13 No change in status

6-3-13 No change in status

7-1-13 no change in status

**13-6 The Highlands**

- A. 6-25-13 Met with Reliance Environmental to take samples for testing for upcoming EPDM roof replacement funded under CFP 2013.
- 7-1-13 no change in status

**13-6 Heritage Gardens**

- A. No other work scheduled

**13-7 Miller Gardens**

- A. No other work scheduled

**MR23 King Court**

- A. This property is in the disposition process and no major repairs are planned at this time. Received approval to have gutter repairs/cleaning completed at property  
7-1-13 Invitation For Bid being prepared for gutter repairs/cleaning on all buildings.
- B. CTEHHI Weatherization grant – received call that more measures have been approved under this grant for King Court. All duplex units will have a new bathroom fan and ceiling box installed. Four-plex (flats) apartments will have the fan checked and if not working/replaced. All units will have the boilers cleaned, serviced, adjusted.  
6-26-13 Officers of Resident association notified of approved work  
6-28-13 Resident notice handed out and placed in message board  
7-1-13 Work is scheduled to start this date

**Hutt Heights / Larson Center**

- A. A 2<sup>nd</sup> concrete repair for improving accessibility at the two dumpster locations and parking lots was started and designed.  
5-21-13 An IFB for concrete walkway/accessibility improvements issued  
6-3-13 Approval received to hire the low bidder, Hathaway Landscaping to complete scope of work for \$8,500.  
7-1-13 Work scheduled to start for North side parking lot and South side to start on 7-8-13

**MR-23A Veterans Terrace & Extension**

- A. Working with Executive Director, Housing Staff, CHFA and DECD to determine scope of renovations required for possible grants or financing. Additional cost summaries of renovations in the units and other Capital needs is prepared and submitted per CHFA's request.  
10-3-12 Was informed in late September that VT and VTE do not comply with grant guidelines. Rep from New England Conservation Services informed me another person in his office has these two applications and I should be receiving a call about a visit.  
11-1-12 No calls received after leaving messages. Will continue to try more calls.  
12-3-12 No change in status. Left more messages for grant contacts.

1-3-13 Met with Home Energy Solutions (HES) representative and was told he would review and determine what energy savings measures may qualify at VT and VTE. Site visit to be scheduled later this month.

2-1-13 to 4-1-13 HES site visit is now scheduled for Thursday, April 4, to determine if any measures are applicable.

5-1-13 After the HES rep site visit, a site map with details of exterior fixture counts provide to HES rep along with boiler & HW heater make and model numbers. Still waiting to schedule blower door tests to determine if any other measures may be qualified for this property.

5-30-13 met with HES rep and technician to review boiler systems.

6-7-13 no change in status

7-1-13 no change in status

**B. Property Improvements – Inspections Corrections.**

This property will be surveyed for potential concrete trip hazards on sidewalks and patio areas for either replacement or edge grinding due to comments made by CHFA Inspector. Additional concerns raised were brush and trees in fence line as well as condition of fencing and concrete condition of back door stoops and walkways.

**B-1** 5-21-13 An IFB for concrete repairs to sidewalks at various locations, one concrete parking lot apron and 3 back door landings issued. Bids are due 6-5-13.

6-7-13 Contract for concrete repairs signed with low bidder, AA Industries for \$24,724.50.

6-17-13 work started at site

7-1-13 All work is complete per contract and this project will be closed out for next Board report.

**B-2** 5-29-13 Site surveyed for gutter repairs and IFB being prepared.

6-13-13 IFB issued for gutter repairs/cleaning for all buildings at site

6-27-13 Contract signed with John's Gutter Cleaning for \$14,915

7-1-13 Work scheduled to start this date

---

**Andre Dumas**  
**Asset Coordinator**



63

TO: EHHA BOARD OF COMMISSIONERS

FROM: A. Christine Paisley, Housing Programs Manager

**OCCUPANCY REPORT TOTALS FOR ALL AMPS  
FOR THE PERIOD JUNE 1, 2013 THROUGH JULY 1, 2013**

Project Number	Project Name	Total Units	Last Month	Move Outs	Move Ins	Off Line	Total Vacant Month End	Total Occupied On 1st of Jul-13
13-1	HOCKANUM PARK	100	99	0	0		1	99
13-2	SHEA GARDENS	47	47	0	0		0	47
13-3	ROCHAMBEAU	50	49	1	1		1	49
13-5	ELMS VILLAGE	85	84	0	0		1	84
13-4	MEADOW HILL	120	119	0	0		1	119
13-6	HERITAGE GARDENS	46	45	0	1		0	46
13-6	THE HIGHLANDS	54	53	0	0		1	53
13-7	MILLER GARDENS	86	84	0	0		2	84
E-6	HUTT HEIGHTS	29	29	1	0		1	28
<b>Federal Totals</b>		<b>617</b>	<b>609</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>8</b>	<b>609</b>
MR23	KING COURT	50	49	0	0		1	49
MR23A & MR58	VETERANS TERRACE AND EXTENSION	150	149	0	1		0	150
<b>TOTALS</b>		<b>817</b>	<b>807</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>9</b>	<b>808</b>

Total Occupancy Rate	98.90%
Federal Occupancy Rate	98.70%

CC: Debra Bouchard, Executive Director  
 Joe Regan, Finance Director  
 Al Harrison, Site Coordinator  
 Brenda Pliszka, Executive Secretary/HR Director

60

TO: EHHA BOARD OF COMMISSIONERS

FROM: A Christine Paisley, Housing Programs Manager

SECTION 8 UTILIZATION REPORT FOR JUNE 2013

SECTION 8 HOUSING CHOICE VOUCHER PROGRAM

	Total Units Allocated	Total Units Leased	Total HCV & Outgoing Payables
HCV	423	358	
OUTGOING PAYABLES		28	386
TENANT PROTECTION	8	8	
<b>Total</b>	<b>431</b>	<b>394</b>	

PORTABLE ADMINISTERED

<b>Total</b>	<b>83</b>
--------------	-----------

VOUCHERS ISSUED

NOT CURRENTLY UNDER CONTRACT - searching	1
------------------------------------------	---

<b>GRAND TOTAL</b>	<b>477</b>
------------------------	------------

<b>% HCV Utilized 91.25%</b>	+	<b>% TPV Utilized 100.00%</b>	=	<b>TOTAL % Utilized 91.42%</b>
--------------------------------------	---	---------------------------------------	---	----------------------------------------

\*\*\*\*\*NOTE\*\*\*\*\*

This report reflects a change in EHHA's overall allocation of HCV Vouchers. Preservation Vouchers are only considered Preservation Vouchers while the participant families live in the apartment complex that made them eligible for a Preservation Voucher (Summerfield Townhouses) Once the participant family leases a unit outside of Summerfield Townhouses, they become a regular HCV. At this time we have 8 families remaining at Summerfield as Preservation Voucher holders.

You may notice a slight change in titles of some of the above categories. I have made a few changes to reflect the terminology used in the HUD reporting system known as VMS. VMS stands for VOUCHER MANAGEMENT SYSTEM. This system is used to report to HUD not just our utilization but also the money spent by the program.

6D

**WILLARD & ALEXANDER, LLC  
225 OAKLAND ROAD, SUITE 306  
SOUTH WINDSOR, CONNECTICUT 06074  
PHONE: 860-432-7627 FAX: 860-432-0473  
EMAIL: lawoffices@willard-alexander.com**

TO: East Hartford Housing Authority Directors  
FROM: Ralph J. Alexander, Legal Counsel  
RE: Memorandum of July 11, 2013 Accompanying Summary Process Status Report for July 17, 2013 Commissioners Meeting

Ashline, 57 Columbus Circle A-1	135.00
Luna, 48 Columbus Circle B-1	335.00
McCogle, 88 Columbus Street A-1	121.25
Munroe, 101 Connecticut Boulevard 4b	336.00
Pearl, 11 Columbus Circle A-1	119.00
Westberry, 100 Columbus Street A-1	299.00
Zieky, 101 Connecticut Boulevard 5M (821.00 tendered at court)	821.00
Hopkins, 24 Columbus Circle	*844.00
Rodriguez, C, 18 Columbus Circle B-2	**966.00
	<u>\$3,976.25</u>

\*These sums were tendered on or before June 17, 2013. \*\*These sums were tendered on or before July 11 2013. Any sums tendered after July 11, 2013 but on or before July 15, 2013 will be reflected in the next status report.

We will monitor summary process files in the usual manner.

Respectfully submitted:

*Ralph J. Alexander*

Ralph J. Alexander  
RJA/sc

SUMMARY PROCESS STATUS REPORT AS OF JULY 11, 2013

<u>Matter</u>	<u>Notation</u>	<u>WSC</u>	<u>Def. Mot.</u>	<u>Judg.</u>
ASHLINE 57 Columbus Circle A-1	7/9 Stipulation met			
BOYLE 34 Mill Road	6/19 Execution to HA			
CONDELL ET AL 55 Hamilton Road		7/10		
DANIELS 75 King Court		7/10		
FORD 68 Silver Lane, Unit 27	7/16 Objection to Execution			
JERNIGAN 68 Silver Lane, Unit 42	7/8 Noncompliance and Execution to Court Final Stay through 9/11			
LUDWIG 33 Hamilton Road	7/11 Reply to Special Defense			
LUNA 48 Columbus Circle B-1	Stipulated			3/26
MANFORTE 68-4 Cannon Road	7/11 Execution to Court Final Stay through 6/30			
McCOGGLE 88 Columbus Street A-1	Stipulated			4/23

<b>Matter</b>	<b>Notation</b>	<b>WSC</b>	<b>Def. Mot.</b>	<b>Judg.</b>
MUHAMMAD 26 Columbus Circle A-1	Stipulated			6/11
MUNROE 101 Connecticut Boulevard 4b	7/8 Stipulation met			
NEAL 163 School Street W2		7/10		
NIEVES 1403 Main Street 1G		7/10		
PEARL 11 Columbus Circle A-1	6/15 Stipulation met			
RAMIREZ, J 84 Mill Road	7/16 Trial set			
THOMPSON 11 Columbus Circle B-2	Stipulated			3/12
TOOMEY 8 Mill Road	Legal Aid appearance-Motion for Reasonable Accommodation			
WESTBERRY 100 Columbus Street A-1	7/11 Stipulation met			
ZAREMBA 33 Holmes Street	7/8 Execution to HA			

---

<b>Matter</b>	<b>Notation</b>	<b>WSC</b>	<b>Def. Mot.</b>	<b>Judg.</b>
ZIEKY 101 Connecticut Boulevard, Apt 5M	Stipulated			6/25

6E

East Hartford Housing Authority  
Resident Services Coordinator  
Monthly Report  
June 2013

**HOME VISITS**

The purpose of home visits include but are not limited to: Application Assistance (DSS, ConnPACE, ADA, Dial-A-Ride, etc), Case Management (short and long term), CHOICES Health Insurance Counseling, Information and Referral and Crisis Intervention.

**This month I conducted 9 home visits.**

**BUILDING EVENTS**

This consists of setting up two (2) educational events/presentations in all 8 buildings on a monthly basis. In addition, this may also include assisting residents with annual picnics, Holiday parties and/or other social events.

**The Visiting Nurse & Health Services of Connecticut (VN&HS) offers Blood Pressure and Blood Sugar Screenings for all of my buildings. There is no cost for the screenings to the residents and this agency hosts these clinics on a monthly basis. The following lists the number of residents served at their complexes this month: Highlands – 4, Rochambeau – 5, Elms – 7, Shea Gardens – 8, Miller Gardens – 9, Heritage Gardens - 5 and Meadow Hill – 14.**

**Deanna Potter from Comfort shoes started doing presentations this month. Her company not only provides diabetic shoes to those who are on Medicare and shoes to Medicaid recipients who have leg and or feet issues. In addition, her company offers a wide variety of Durable Medical Equipment (DME) such as walkers, canes and wheelchairs, etc. The following lists the number of individuals who attend the presentations from each building: Hutt Heights – 0, Heritage Gardens – 8, The Highlands – 6, Meadow Hill – 8, Rochambeau – 7, Miller Gardens – 9, Elms Village – 9 and Shea Gardens – 5.**

**This month Wellcare, an insurance company that has a contract with Medicare to offer health insurance plans to the general public, offered a free bingo to residents at Meadow Hill. Wellcare provided free household gifts for bingo winners such as pot holders, laundry soap, shampoo, shaving cream and other items, which the tenants really enjoyed. Twelve residents attended the bingo.**

**CHOICES**

This acronym stands for: Connecticut programs for Health insurance assistance, Outreach, Information, Counseling & Eligibility Screening. As a certified CHOICES Counselor through the State of Connecticut Department of Social Services and through the North Central Area Agency on Aging (NCAAA), I counsel clients on health insurance options with Medicare

(A,B,C,D), Medigap, Medicaid, ConnPACE, SAGA, Medicare Managed Care, Cobra, Military Benefits, Veterans Benefits, etc.

**This month I counseled 14 individuals.**

### **SENIOR SERVICES**

Since many of my clients are ages 60 and older, I refer them on a regular basis to Senior Services to utilize their programs such as the annual Flu Clinic, Meal sites, the Golden Ager Newsletter, Senior Center activities, etc.

### **SOCIAL SERVICES**

Since many of my clients are ages 18-59, I refer them on a regular basis to Social Services to utilize their programs such as the Food Bank, Renters Rebate, the Clothing Bank, Energy Assistance, etc.

### **COMMUNITY RENEWAL TEAM (CRT)**

CRT offers a wide variety of programs and services. Most of my referrals are to their Meals on Wheels program, which delivers meals to homebound individuals.

**I did not refer any individuals to this program this month.**

### **LEGAL AID**

On occasion, clients will call me requesting legal assistance. Generally I refer them to the Greater Hartford Legal Aid and to Statewide Legal Services.

**I did not refer any individuals to Legal Aid this month.**

### **GIFT OF SIGHT**

This program offers a free eye exam and a pair of glasses to recipients who are uninsured. Referrals require a written letter describing the client's circumstances along with our Tax number. I refer clients to this program as needed.

**I referred 1 individual to this program this month.**

### **DEPARTMENT OF SOCIAL SERVICES (DSS)**

The State of Connecticut Department of Social Services offers a wide variety of programs to the general public in East Hartford. I assist clients with applying for these services such as Medicaid,



Title 19, Medicare Savings Program (MSP), SAGA, SNAP (formerly known as Food Stamps), transportation, ABI and TBI Waivers, and the redetermination process.

**This month I assisted 6 clients with their SNAP, Medicaid and MSP benefits.**

### **FOODSHARE**

Many of our tenants utilize Foodshare at various sites in East Hartford. I am listed as a contact person for 211 as a Food Resource for all residents of East Hartford. Several times a month I receive phone calls from individuals who have contacted 211 for food resources. I first ask the individual if they have applied for SNAP benefits (formally known as Foodstamps). I then refer them to East Hartford Social Services so that they may access food pantries. In addition, I mail them dates and times of all Foodshare locations and I also inform them about free dinners and brunch on Sundays at St. John's church located on the corner of Burnside Avenue and Main Street.

### **ON-SITE OFFICE HOURS**

Since many of my clients do not have access to transportation, I have on-site office hours in 6 out of 8 buildings (a flyer is posted at Hutt Heights and Shea Gardens that if anyone needs services, they can call me for an appointment). During these hours I offer Information and Referral, CHOICES Health Insurance Counseling, short and long term case management, crisis intervention, etc. The following is a schedule of my office hours:

Monday: Elms Village – Community Room – 3:00 – 4:00 PM  
Wednesday: Rochambeau – Community Room – 3:00 – 4:00 PM  
Thursday: Heritage Gardens – Community Room – 1:30 – 2:00 PM  
Thursday: Meadow Hill – Community Room – 3:00 – 4:00 PM  
Friday: The Highlands – Community Room – 1:30 – 2:30 PM  
Friday: Raymond Miller Gardens – Community Room – 3:00 – 4:00 PM

### **ADA TRANSPORTATION**

ADA in-town and out-of-town transportation is offered to individuals 18 and older who have a disability and cannot use the Public City bus. I assist clients with filling out this application.

**I assisted 2 individuals this month with either applying or recertifying their ADA.**

### **DIAL – A – RIDE (D-A-R) TRANSPORTATION**

Dial – A – Ride is in-town transportation only and is offered to individuals 60 and older and/or to individuals 18 and older with a disability. I assist clients with obtaining this service.

**I did not refer any individuals to Dial-A-Ride this month.**

**CONNECTICUT HOMECARE PROGRAM FOR ELDERS (CHCPE)**

This program is designed for individual's ages 65 who want to remain independent in their homes but need assistance. This DSS program provides supportive services to help individuals "age in place" and prevent them from prematurely entering a nursing home. I do referrals on a regular basis.

**I referred 2 individuals to the CHCPE this month.**

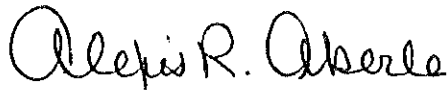
**OTHER**

Since all the categories do not fit on the spread sheet, I will use this category for other services provided such as; Get Well Cards sent to clients who are ill, assistance to EHHA co-workers with their clients at their sites when needed, Meetings that I attend, Social Security Redeterminations, etc.

**A Get Well card was sent this month to Gloria McFarlane, who lives at Miller Gardens. Gloria is currently undergoing rehabilitation services at Aurora Rehabilitation Center here in East Hartford.**

**Included with this report are flyers that I have posted in community rooms at my sites.**

Respectfully submitted,



Mrs. Alexis R. Aberle, BSW  
Resident Services Coordinator  
East Hartford Housing Authority

Press Release

**REMINDER – JUNE IS DOG LICENSE  
RENEWAL MONTH**

Mayor Marcia Leclerc would like to remind all East Hartford residents that June is "DOG LICENSE MONTH". All dogs in the State of Connecticut six (6) months or older must be licensed each year in the Town where they reside in the month of June by State Statute. The license is in effect from June 1, 2013 to June 30, 2014. The fee for the license is \$8 for a dog w dog which is not neutered or spayed is \$19. A current rabies c neutered/spayed certificate is required for dogs that will be li neutered or spayed.

Dog licenses may be obtained in person at the Town Clerk's of to 4:30 p.m. or by mail. When by mail please include a check f East Hartford Town Clerk, all certificates (rabies, neutered/sp envelope and mail to: Town Clerk, Town Hall, 740 Main S certificates will be returned with the new

Dogs that are not licensed in the month of June will be charged

Unlicensed dogs and roaming dogs will be subject to a \$75 fine.

Any dog or cat over the age of three (3) months must have a current rabies vaccination by Connecticut law or be fined \$136.

If you have any questions, please contact the Town Clerk's Office at 291-7230.

Robert J. Pasek  
East Hartford Town Clerk  
May 29, 2013

For June  
2013  
Board  
Report

Posted week of June 10, 20  
All building

# Masonicare Partners Home Health & Hospice

A partnership of Masonicare and Saint Francis Hospital and Medical Center

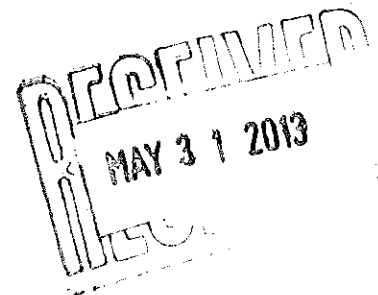
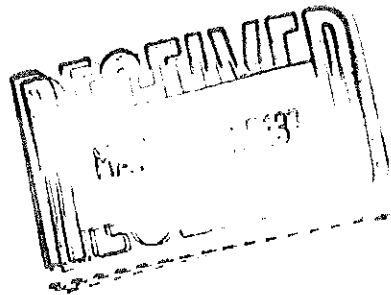
111 Founders Plaza, Suite 200  
East Hartford, CT 06108

Tel: 860-528-2273

[www.masonicare.org](http://www.masonicare.org)

The Masonicare Partners Home Health and Hospice will be providing Blood Pressure clinics at the following locations in June.

- Tuscan Housing-Prince Hall June 4<sup>th</sup> 2013 10:45 am-12 noon  
49 Montville St, Hartford 1<sup>st</sup> Tuesday
- North End Senior Center June 6<sup>th</sup> 2013 12:00 pm -1:00 pm  
30 Remington Rd., East Hartford 1<sup>st</sup> Thursday
- Shop Rite Pharmacy June 11<sup>th</sup> 2013 11:00 am.- 12 noon  
31 Main St. East Hartford 2<sup>nd</sup> Tuesday
- South End Senior Center June 13<sup>th</sup> 2013 10:30 am-12 noon  
70 Canterbury St. East Hartford 2<sup>nd</sup> Thursday
- Stop & Shop Pharmacy June 18<sup>th</sup> 2013 10:15am -11:30am  
286 Broad St., Manchester 3<sup>rd</sup> Tuesday
- Naubuc Green June 18<sup>th</sup> 2013 1pm -2pm  
193 Wells St., Glastonbury Every other month 3<sup>rd</sup> Tuesday
- Stop & Shop Pharmacy June 20<sup>th</sup> 2013 12:00 pm - 1:30pm  
150 New Park Ave., Hartford 3<sup>rd</sup> Thursday
- Shop Rite Pharmacy June 25<sup>th</sup> 2013 10:30 am -12:30 pm  
214 Spencer St., Manchester 4<sup>th</sup> Tuesday
- Stop and Shop Pharmacy June 27<sup>th</sup> 2013 11:30 am -12:30 pm  
940 Silver Lane, East Hartford 4<sup>th</sup> Thursday



For additional information, please call 860-528-2273

Administrative Office  
111 Founders Plaza, Suite 200  
East Hartford, CT 06108

450 South Street  
Suffield, CT 06078

# EAT WELL, LIVE BETTER!

## You are what you eat!

Join us and learn how to eat healthier while on a low budget and feel better!

We will be here in July providing a nutrition series with shortcuts and ideas for eating healthier on a tight budget. We will have cooking demos and food sampling too.

Join us for our class series. We guarantee you will have fun and learn a lot.



### When?

Tuesdays July 16, 23, 30, and August 6, 2013


### What time?

2:00 pm-3:30 pm

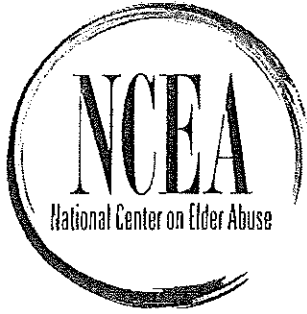
### Where?

Rochambeau Community Room

Please call Alexis at 869-290-8301 extension 134 to sign up or to learn more about it!

 University of Connecticut  
Center for Public Health and Health Policy

SNAP-Ed Healthy Aging Program



# PROTECT YOURSELF From Abuse, Neglect and Exploitation!

Unfortunately, it is estimated that millions of U.S. elders, from all walks of life, face abuse and neglect every year. Anyone can be victimized. However, there are things you can do to help protect yourself from abuse and neglect...

## **PLAN!** Talk with family members, friends, and professionals that you trust and plan for your future. Consider doing the following:

- Have your income (e.g. retirement, Social Security, SSI, disability income) directly deposited into your checking account. Contact your bank or go to [www.godirect.org](http://www.godirect.org) for help.
- If managing your daily finances becomes difficult, consider utilizing a daily money manager. Only allow someone you trust to manage your finances. Visit [www.aadmm.com](http://www.aadmm.com) or [www.aarpmp.org](http://www.aarpmp.org) for further information on professional money management services.
- Get your estate plan in place. Talk with an attorney about helping you create the following as appropriate:
  - a living will. The Five Wishes living will is one popular example, visit [www.agingwithdignity.org](http://www.agingwithdignity.org)
  - a revocable trust
  - durable power of attorney for healthcare and/or asset management. Name a person you trust to make healthcare and asset management decisions for you when you are incapable. Designating co-powers of attorney can ensure that no one agent can act unilaterally.
- If you have to go to a long term care facility, learn about your options! Visit [www.medicare.gov/quality-care-finder](http://www.medicare.gov/quality-care-finder) for more info on long term care facility quality.



## **BE CAUTIOUS!** Unscrupulous people target seniors and will abuse or take advantage of them. Consider doing the following:

- Learn about the types of elder abuse and neglect and associated warning signs (see National Center on Elder Abuse website to learn more: [www.ncea.aoa.gov/faq/index.aspx](http://www.ncea.aoa.gov/faq/index.aspx))
- Get on the National Do Not Call Registry to reduce telemarketing calls. Visit [www.donotcall.gov](http://www.donotcall.gov) or call **888-382-1222** to register your phone number.
- If you are offered a "prize", "loan", "investment", etc. that sounds too good to be true, it probably is too good to be true.
- Consult with someone you trust before making a large purchase or investment. Don't be pressured or intimidated into immediate decisions.
- Don't sign any documents that you don't completely understand without first consulting an attorney or family member you trust.
- Do not provide personal information (e.g. social security number, credit card) over the phone unless you placed the call and know with whom you are speaking.
- Tear up or shred credit card receipts, bank statements, and financial records before disposing of them in the trash.
- If you hire someone for personal assistance services, in home care services, etc. ensure that they have been properly screened with criminal background checks completed.

# STAY CONNECTED!

Keep in touch regularly with others, isolation can make you vulnerable to abuse. Consider doing the following:

- Build a network of family, friends, neighbors, and groups that you can interact with
- Keep active, stay busy! Get involved with your senior center or other groups
- Create a buddy system with other elders, call each other daily for reassurance and friendship and visit each other if possible.



---

## REPORT! Making a report in instances of abuse or neglect is the right thing to do, and it's easy. Don't be afraid! Elders have a right to be safe!

» In cases of immediate danger, call 911.

» If you or others experience abuse or neglect in a community setting:

Adult Protective Services (APS) is there to help. The APS mission is to ensure the safety and well-being of elders and dependent adults. To learn more about APS visit: [www.napsa-now.org/get-help/help-in-your-area](http://www.napsa-now.org/get-help/help-in-your-area)

» If you or others experience abuse or neglect in a long term care facility (e.g. nursing home, assisted living facility):

The Long Term Care Ombudsman Program is there to help. The program's mission is to advocate for residents in long term care facilities to help ensure safe, appropriate care. To learn more about the ombudsman program visit: [www.ltombudsman.org](http://www.ltombudsman.org)

---

## LEARN MORE!

» Call Eldercare Locator at 1-800-677-1116 or visit the website at:

[www.eldercare.gov/eldercare.net/public/index.aspx](http://www.eldercare.gov/eldercare.net/public/index.aspx) for your local reporting phone numbers.

» You may also visit the National Center on Elder Abuse website at:

[www.ncea.aoa.gov/stop\\_abuse/get\\_help/state/index.aspx](http://www.ncea.aoa.gov/stop_abuse/get_help/state/index.aspx) to get state by state reporting information.



PREPARED FOR NCEA BY:



CENTER OF EXCELLENCE  
ON ELDER ABUSE AND NEGLECT  
UNIVERSITY OF CALIFORNIA, IRVINE

For more information: [www.ncea.aoa.gov](http://www.ncea.aoa.gov)



# PROTÉJASE

## ¡Del Abuso, la Desatención y la Explotación!

Infelizmente, se calcula que millones de ancianos en los EEUU, de todas las clases sociales, se enfrentan a maltratos y desatención cada año. Cualquiera puede ser victimizado. Pero, hay cosas que usted puede hacer para ayudar a protegerse del maltrato y la desatención...

### ¡PLANIFIQUE! Hable con familiares, amistades, y profesionales en quienes usted confía y planifique para su futuro. Considere hacer lo siguiente:

- Haga que sus ingresos (por ej., ingresos por jubilación, Seguro Social, SSI, discapacidad) sean depositados directamente a su cuenta de cheques. Contacte a su banco o vaya a [www.godirect.org](http://www.godirect.org) para ayuda.
- Si se le dificulta lidiar con sus finanzas diarias, considere utilizar un administrador de dinero todos los días. Sólo permita que alguien en quien usted confía, administre su dinero. Visite [www.aadmm.com](http://www.aadmm.com) o [www.aarpmmp.org](http://www.aarpmmp.org) para más información sobre los servicios profesionales sobre administración de dinero.
- Ponga en marcha su plan patrimonial. Hable con un abogado para que le ayude a elaborar lo siguiente, como sea apropiado:
  - un testamento en vida. Un ejemplo muy popular es el de Cinco Deseos del testamento en vida, visite [www.agingwithdignity.org](http://www.agingwithdignity.org)
  - un fideicomiso revocable
  - una carta-poder durable para atención médica y/o administración de bienes. Nombre a una persona de su confianza para que tome decisiones de atención médica y de administración de bienes por usted cuando usted no puede. Si designa a dos personas en la carta-poder, se asegura que un solo agente no pueda actuar unilateralmente.
- Si usted tiene que ingresar a un centro de atención a largo plazo, ¡conozca sus opciones! Visite [www.medicare.gov/quality-care-finder](http://www.medicare.gov/quality-care-finder) para más información sobre la calidad de los centros de atención a largo plazo.



### ¡TENGA CUIDADO! Gente sin escrúpulos se enfoca en personas mayores y abusan o se aprovechan de ellos. Considere hacer lo siguiente:

- Conozca sobre los tipos de maltrato y desatención de ancianos y las señales asociadas de advertencia (vea la página web de National Center on Elder Abuse para conocer más: [www.ncea.aoa.gov/faq/index.aspx](http://www.ncea.aoa.gov/faq/index.aspx))
- Ingrese a National Do Not Call Registry para reducir llamadas de tele mercadeo. Visite [www.donotcall.gov](http://www.donotcall.gov) o llame al **888-382-1222** para registrar su número telefónico.
- Si le ofrecen un "premio", "préstamo", "inversión", etc. que suena demasiado bueno para ser verdad, probablemente lo es.
- Consulte con alguien de su confianza antes de hacer una compra o inversión de mucho dinero. No permita que le presionen o intimiden en tomar una decisión rápida.
- No firme un documento que usted no entienda totalmente sin primero consultar un abogado o familiar de su confianza.
- No les dé su información personal (por ej., número de seguro social, tarjeta de crédito) por teléfono a no ser que usted es quien inició la llamada y sabe con quién está hablando.
- Rompa o desmenuce los recibos de tarjetas de crédito, estados de cuenta bancaria y registros financieros antes de tirarlos a la basura.
- Si usted contrata a alguien para servicios de asistencia personal, servicios de atención domiciliaria, etc. asegúrese que hayan sido examinados minuciosamente y se han completado sus verificaciones de antecedentes penales.



# ¡SIGA EN CONTACTO!

Mantenga el contacto regular con otros, el aislamiento le puede hacer vulnerable al maltrato. Considere hacer lo siguiente:

- Construya una red de familiares, amistades, vecinos y grupos con quienes usted pueda interactuar.
- ¡Manténgase activo y ocupado! Participe con su centro de ancianos o con otros grupos
- Construya un sistema de compañerismo con otros ancianos, llámense unos a otros a diario para palabras tranquilizadoras y amistad y, visitense unos a otros, de ser posible.



# ¡REPÓRTELO!

Hacer un reporte en situaciones de abuso o desatención es lo correcto y, es fácil. ¡No tenga miedo! ¡Las personas mayores tienen el derecho a estar seguras!

>> En caso de peligro inmediato, llame al 911.

>> Si usted u otros experimentan abuso o desatención en un entorno comunitario:

**Adult Protective Services (APS)** Servicios de Protección a Adultos está aquí para ayudar. La misión de APS es para garantizar la seguridad y bienestar de los ancianos y adultos dependientes. Para conocer más sobre APS, visite: [www.napsa-now.org/get-help/help-in-your-area](http://www.napsa-now.org/get-help/help-in-your-area)

>> Si usted u otros experimentan abuso o desatención en un centro de atención a largo plazo (por ej., asilo de ancianos, centro de vida asistida):

**El Programa Defensor del Pueblo para Atención a Largo Plazo** (Long-Term Care Ombudsman) está aquí para ayudar. La misión del programa es defender a los residentes de los centros de atención a largo plazo para ayudar a garantizar atención segura, apropiada. Para conocer más sobre el programa de defensor del pueblo visite: [www.ltombudsman.org](http://www.ltombudsman.org)

# ¡CONOZCA MÁS!

>> Llame a **Eldercare Locator** al 1-800-677-1116 o visite la página web al:

[www.eldercare.gov/eldercare.net/public/index.aspx](http://www.eldercare.gov/eldercare.net/public/index.aspx) para sus números telefónicos locales para hacer un reporte

>> También puede visitar la página web de **National Center on Elder Abuse** al:

[www.ncea.aoa.gov/stop\\_abuse/get\\_help/state/index.aspx](http://www.ncea.aoa.gov/stop_abuse/get_help/state/index.aspx) para obtener información sobre cómo reportar de estado por estado.

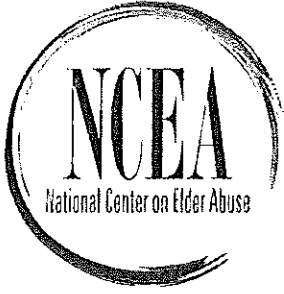


PREPARADO PARA NCEA POR:



CENTER OF EXCELLENCE  
ON ELDER ABUSE AND NEGLECT  
UNIVERSITY OF CALIFORNIA, IRVINE

Para más información: [www.ncea.aoa.gov](http://www.ncea.aoa.gov)



# HÃY TỰ BẢO VỆ

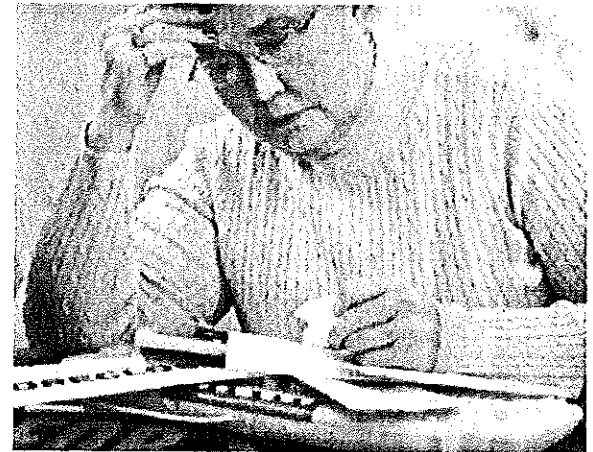
## Khỏi Sự Ngược Đãi, Bỏ Bê và Bóc Lột!

Đáng tiếc, ước lượng có hàng triệu lão niên tại Hoa Kỳ, từ mọi tầng lớp xã hội, phải đương đầu với sự ngược đãi và bỏ bê mỗi năm. Bất cứ một ai cũng có thể trở thành nạn nhân. Tuy nhiên, có những điều quý vị có thể làm để giúp tự bảo vệ khỏi sự ngược đãi và bỏ bê...

## LẬP KẾ HOẠCH!

Hãy nói chuyện với người thân trong gia đình, bạn bè, và các chuyên gia quý vị tin cậy để hoạch định tương lai của quý vị. Hãy nghĩ đến việc thực hiện những điều sau đây:

- Sắp xếp để cho tiền thu nhập của quý vị (ví dụ như tiền hưu trí, An Sinh Xã Hội, SSI, tiền tàn tật) được chuyển trực tiếp vào tài khoản chi phiếu của quý vị. Vui lòng liên lạc ngân hàng của quý vị hoặc đến [www.godirect.org](http://www.godirect.org) để được giúp đỡ.
- Nếu việc tự quản lý tài chính của quý vị trở nên khó khăn, hãy nghĩ đến việc dùng một người nào đó để quản lý tiền bạc mỗi ngày của quý vị. Cho phép chỉ người nào đó quý vị tin cậy để quản lý tài chính của quý vị. Hãy đến [www.aadmm.com](http://www.aadmm.com) hoặc [www.aarpmmp.org](http://www.aarpmmp.org) để được thêm thông tin về các dịch vụ quản lý tài chính chuyên nghiệp.
- Chuẩn bị sẵn di sản của quý vị. Tham khảo với một luật sư để họ giúp quý vị lập những văn kiện sau đây nếu thích hợp:
  - *ý nguyện trị liệu.* Một ví dụ tốt về ý nguyện trị liệu là *The Five Wishes* (Năm Nguyện Vọng), xem [www.agingwithdignity.org](http://www.agingwithdignity.org)
  - một sự ủy thác di sản có thể hủy bỏ được
  - ủy quyền dài hạn về việc chăm sóc sức khỏe và/hoặc quản lý tài sản. Nếu tên một người quý vị tin cậy để làm những quyết định về việc chăm sóc sức khỏe và quản lý tài sản cho quý vị khi quý vị không còn khả năng. Chỉ định cho nhiều người được ủy quyền sẽ đảm bảo rằng không ai có quyền quyết định độc đoán.
- Nếu quý vị phải vào một cơ sở chăm sóc dài hạn, hãy tìm hiểu về những lựa chọn của quý vị! Hãy đến trang web [www.medicare.gov/quality-care-finder](http://www.medicare.gov/quality-care-finder) để được thêm thông tin về phẩm chất của các cơ sở chăm sóc dài hạn.



## CẦN THẬN!

Những người kém đạo đức nhắm vào những người cao niên và sẽ lạm dụng hoặc lợi dụng họ. Hãy nghĩ đến việc thực hiện những điều sau đây:

- Tìm hiểu về những loại lạm dụng và bỏ bê lão niên và những dấu hiệu liên quan (xem trang web của Trung Tâm Toàn Quốc Về Việc Ngược Đãi Lão Niên để tìm hiểu thêm: [www.ncea.aoa.gov/faq/index.aspx](http://www.ncea.aoa.gov/faq/index.aspx))
- Ghi danh vào Danh Sách Cấm Gọi (National Do Not Call Registry) để giảm thiểu những cuộc gọi quảng cáo. Vui lòng đến trang web [www.donotcall.gov](http://www.donotcall.gov) hoặc gọi **888-382-1222** để đăng ký số điện thoại của quý vị.
- Nếu quý vị được hứa sẽ nhận "giải thưởng", "tiền vay", "đầu tư", v.v. và nghe có vẻ như quá tốt đến khó tin được, thì có lẽ quý vị không nên tin.
- Tham khảo với một người quý vị tin cậy trước khi đặt mua hoặc đầu tư với số tiền lớn. Đừng để ai gây áp lực hoặc dọa dẫm quý vị làm quyết định tức thì.
- Đừng ký giấy tờ quý vị không hoàn toàn hiểu trước khi tham vấn với luật sư hoặc người thân gia đình quý vị tin cậy.
- Đừng cung cấp thông tin cá nhân (ví dụ số an sinh xã hội, thẻ tín dụng) qua điện thoại trừ khi quý vị là người đã đặt cú gọi và quý vị biết mình đang nói chuyện với ai.
- Hãy xé rách hoặc cắt ra từng mảnh vụn những giấy biên nhận thẻ tín dụng, báo cáo từ ngân hàng, và hồ sơ tài chính trước khi vứt bỏ vào thùng rác.
- Nếu quý vị thuê mướn ai để được sự giúp đỡ cá nhân, sự chăm sóc tại gia, v.v. hãy đảm bảo rằng họ đã được kiểm tra thích hợp và hoàn tất việc điều tra lý lịch hình sự.

# HÃY KẾT NỐI!

Hãy thường xuyên giữ liên lạc với những người khác. Tự cô lập có thể khiến quý vị dễ bị lạm dụng. Hãy nghĩ đến việc thực hiện những điều sau đây:

- Hãy tạo một hệ thống gồm người trong gia đình, bạn bè, người hàng xóm, và những nhóm mà quý vị có thể tiếp xúc với nhau
- Hãy năng động, luôn hoạt động! Tham gia trung tâm lão niên hoặc những nhóm khác
- Tạo một hệ thống bầu bạn với những lão niên khác, gọi nhau mỗi ngày để được an tâm và có tình bạn và thăm viếng nhau nếu có thể



## BÁO CÁO!

Báo cáo những trường hợp lạm dụng hoặc bỏ bê là điều đúng nên làm và rất dễ thực hiện. Đừng sợ hãi! Các lão niên đáng được giữ an toàn!

- >> Trong trường hợp có nguy hiểm trước mắt, hãy gọi 911.
- >> Nếu quý vị hoặc người khác bị lạm dụng hoặc bỏ bê trong khung cảnh cộng đồng: Dịch Vụ Bảo Vệ Người Lớn (ÁP) có thể giúp đỡ. Sứ mệnh của APS là để đảm bảo an toàn và phúc lợi cho những lão niên và những người lớn phụ thuộc. Để biết thêm về APS, quý vị có thể đến: [www.napsa-now.org/get-help/help-in-your-area](http://www.napsa-now.org/get-help/help-in-your-area)
- >> Nếu quý vị hoặc người khác bị lạm dụng hoặc bỏ bê trong một cơ sở chăm sóc dài hạn: Chương Trình Thanh Tra Sự Chăm Sóc Dài Hạn có thể giúp đỡ. Sứ mệnh của chương trình này là để bênh vực cho những người sống trong các cơ sở chăm sóc dài hạn để giúp đảm bảo sự chăm sóc an toàn và thích hợp. Để biết thêm về chương trình thanh tra, hãy đến: [www.ltcombudsman.org](http://www.ltcombudsman.org)

## TÌM HIỂU THÊM!

- >> Hãy gọi chương trình Tìm Người Chăm Sóc Lão Niên tại số 1-800-677-1116 hoặc đến trang web tại [www.eldercare.gov/eldercare.net/public/index.aspx](http://www.eldercare.gov/eldercare.net/public/index.aspx) để được những số điện thoại báo cáo trong khu vực địa phương của quý vị.
- >> Quý vị cũng có thể đến trang mạng của Trung Tâm Toàn Quốc Về Việc Ngược Đãi Lão Niên tại: [www.ncea.aoa.gov/stop\\_abuse/get\\_help/state/index.aspx](http://www.ncea.aoa.gov/stop_abuse/get_help/state/index.aspx) để được thông tin báo cáo theo từng tiểu bang.



ĐƯỢC SOẠN CHO NCEA BỞI:



CENTER OF EXCELLENCE  
ON ELDER ABUSE AND NEGLECT  
UNIVERSITY of CALIFORNIA, IRVINE

Để có thêm thông tin:  
[www.ncea.aoa.gov](http://www.ncea.aoa.gov)

CF

Federal Amp 1 - Hockanum Park, Shea Gardens, Rochambeau & Elms Village

Projected

Property	Apartment No.	Bedrooms	Condition	Date Empty	Date Painted	Work Started	Completion	Ready to Rent	Date Leased	Days to Turn	Total Days	Lease Days
13-2	44 Mill Road	0	Poor	10/4/12	10/5/12	9/28/12	10/4/12	10/4/12	10/1/12	0	0	0
13-3	27 Rochambeau	1	Fair	10/4/12	10/9/12	10/9/12	10/12/12	10/12/12	10/15/12	7	9	2
13-1	69 Hamilton Road	2	Fair	10/10/12	10/15/12	10/15/12	10/19/12	10/22/12	10/31/12	11	19	8
13-3	47 Rochambeau	1	Poor	11/1/12	11/5/12	11/5/12	11/14/12	11/13/12	12/6/12	11	33	22
13-3	23 Rochambeau	1	Fair	11/26/12	not needed	11/27/12	11/29/12	11/28/12	11/30/12	1	2	1
13-5	11A3 Elms Village	0	Good	11/22/12	11/28/12	11/28/12	11/30/12	11/30/12	11/30/12	7	6	0
13-1	24 Mill Road	0	Good	12/6/12	not needed	12/6/12	12/10/12	12/10/12	1/9/13	3	32	29
13-5	50 Elms Village	1	Fair	12/31/12	not needed	12/13	1/4/13	1/4/13	1/8/13	3	6	3
13-3	30 Rochambeau	1	Good	1/3/13	1/3/13	1/3/13	1/9/13	1/9/13	1/10/13	8	8	0
13-2	14 Holmes St.	0	Fair	1/12/13	not needed	1/4/13	1/9/13	1/9/13	1/9/13	0	0	0
13-1	76B2 Mill Road	2	Poor	1/8/13	1/22/13	1/25/13	1/31/13	2/1/13	2/6/13	23	27	4
13-5	18 Elms Village	1	Good	1/31/13	2/4/13	2/5/13	2/8/13	2/7/13	2/11/13	6	9	3
13-3	44 Rochambeau	1	Fair	2/15/13	2/25/13	3/11/13	3/15/13	3/15/13	4/5/13	27	47	20
13-5	23B7 Elms Village	1	Good	2/25/13	not needed	2/27/13	3/4/13	3/1/13	3/7/13	3	8	5
13-1	65A2 Hamilton Road	2	Poor	2/25/13	3/5/13	3/6/13	3/14/13	3/13/13	4/3/13	15	35	20
13-3	48 Rochambeau	1	Poor	2/28/13	3/8/13	3/18/13	3/26/13	3/26/13	5/9/13	25	68	43
13-1	35 Holmes Street	3	Fair	3/13/13	3/13/13	3/14/13	3/22/13	3/21/13	3/22/13	7	7	0
13-1	53 A2 Hamilton Road	2	Poor	3/7/13	3/8/13	3/9/13	3/13/13	3/13/13	4/19/13	5	41	36
13-3	33 Rochambeau	1	Fair	3/27/13	4/1/13	4/2/13	4/5/13	4/5/13	5/17/13	8	49	41
13-3	21 Rochambeau	1	Poor	4/8/13	4/11/13	4/8/13	4/15/13	4/17/13	7/1/13	8	82	74
13-1	39A1 Hamilton Road	0	Fair	4/30/13	5/7/13	5/7/13	5/13/13	5/8/13		7		
13-5	43 B3 Elms Village	0	Good	5/15/13	not needed	5/1/13	5/6/13	5/15/13	5/24/13	0	7	8
13-1	39 B2 Hamilton Road	2	Fair	5/9/13	5/14/13	5/14/13	5/20/13	5/16/13	5/24/13	6	13	7
13-5	35A5 Elms Village	1	Fair	5/30/13	not needed	6/3/13	6/4/13	6/4/13		4		
13-3	46 Rochambeau	1	Fair	6/15/13	6/17/13	6/17/13	6/21/13	6/24/13		8		

Averages											Days to Turn	Total Days	Lease Days
											8.12	23.09	14.82

A	B	C	D	E	F	G	H	I	J	K	L	M
Federal Amp 2 - Meadow Hill, The Highlands, Heritage Gardens & Miller Gardens												
Protected												
Property	Apartment No.	Bedrooms	Condition	Date Empty	Date Painted	Work Started	Completion	Ready to Rent	Date Leased	Days to Turn	Total Days	Lease Days
3	13-4	1	Fair	10/1/2012	10/3/2012	10/5/2012	10/11/2012	10/10/2012	10/11/2012	8	8	0
4	13-4	1	Good	10/1/2012	10/5/2012	10/10/2012	10/12/2012	10/12/2012	11/13/2012	10	41	31
5	13-7	1	Good	9/28/2012	10/1/2012	10/1/2012	10/5/2012	10/5/2012	10/23/2012	6	23	17
6	13-6	0	Poor	9/27/2012	10/5/2012	10/10/2012	10/12/2012	10/12/2012	10/15/2012	14	16	2
7	13-4	1	Good	9/27/2012	10/1/2012	10/1/2012	10/5/2012	10/5/2012	10/11/2012	7	12	5
8	13-6	0	Poor	9/20/2012	9/24/2012	9/24/2012	9/28/2012	9/28/2012	10/4/2012	7	12	5
9	13-4	1	Fair	10/9/2012	10/12/2012	10/15/2012	10/19/2012	10/19/2012	11/15/2012	9	35	26
10	13-7	1	Fair	11/4/2012	11/6/2012	11/5/2012	11/9/2012	11/9/2012	11/26/2012	4	20	16
11	13-4	1	Fair	10/30/2012	11/1/2012	11/1/2012	11/5/2012	11/9/2012	12/4/2012	9	33	24
12	13-6	0	Poor	11/6/2012	11/9/2012	11/14/2012	11/19/2012	11/19/2012	1/8/2012	14	0	0
13	13-7	1	Poor	11/13/2012	11/15/2012	11/15/2012	11/20/2012	11/20/2012	11/21/2012	6	6	0
14	13-4	1	Good	12/3/2012	not needed	12/3/2012	12/5/2012	12/4/2012	12/6/2012	0	1	1
15	13-7	1	Poor	12/17/2012	12/18/2012	12/18/2012	12/28/2012	12/31/2012	1/4/2013	13	16	3
16	13-4	1	Fair	1/3/2013	not needed	1/2/2013	1/3/2013	1/3/2013	1/15/2013	0	10	11
17	13-6	1	Good	2/7/2013	not needed	1/28/2013	1/31/2013	2/4/2013	2/4/2013	0	0	0
18	13-6	0	Fair	2/1/2013	1/22/2013	1/31/2013	2/7/2013	2/6/2013	2/15/2013	4	12	8
19	13-4	1	Good	1/10/2013	1/22/2013	1/23/2013	1/30/2013	2/4/2013	3/11/2013	24	58	34
20	13-7	1	Good	1/29/2013	2/4/2013	2/8/2013	2/14/2013	2/26/2013	3/6/2013	27	34	7
21	13-4	1	Fair	2/2/2013	2/4/2013	2/5/2013	2/12/2013	2/20/2013	3/28/2013	17	52	35
22	13-6	0	Poor	3/1/2013	2/19/2013	3/5/2013	3/13/2013	3/12/2013	3/14/2013	10	11	1
23	13-6	1	Fair	2/8/2013	2/20/2013	2/21/2013	3/1/2013	3/5/2013	4/1/2013	24	50	26
24	13-4	1	Poor	2/19/2013	2/26/2013	3/11/2013	3/20/2013	3/21/2013	3/28/2013	29	35	6
25	13-4	1	Fair	3/4/2013	3/12/2013	3/13/2013	3/21/2013	3/20/2013	4/5/2013	15	30	15
26	13-6	0	Fair	3/27/2013	4/1/2013	4/3/2013	4/10/2013	4/8/2013	4/17/2013	11	19	8
27	13-7	1	Good	3/31/2013	4/2/2013	4/3/2013	4/9/2013	4/5/2013	4/30/2013	4	28	24
28	13-6	1	Poor	4/12/2013	4/14/2013	4/15/2013	4/18/2013	4/18/2013	4/17/2013	5	3	0
29	13-6	0	Fair	4/11/2013	4/15/2013	4/15/2013	4/22/2013	4/24/2013	6/27/2013	12	75	63
30	13-7	1	Good	5/22/2013	5/23/2013	5/22/2013	5/24/2013	5/24/2013		1		
31	13-4	1	Poor	4/30/2013	5/1/2013	5/1/2013	5/8/2013	5/8/2013	5/21/2013	7	19	12
32	13-7	1	Poor	4/22/2013	4/25/2013	4/25/2013	5/2/2013	5/2/2013	5/13/2013	9	19	10
33	13-4	1	Poor	5/1/2013	5/7/2013	5/9/2013	5/17/2013	5/22/2013		20		
34	13-7	1	Fair	4/30/2013	5/2/2013	5/3/2013	5/10/2013	5/9/2013		8		
35	13-7	1	Fair	6/21/2013	5/23/2013	5/24/2013	6/5/2013	6/5/2013		0		
36	13-6	1	Good									
37	13-6	1	Fair	6/5/2013	6/3/2013	6/5/2013	6/7/2013	6/11/2013		5		
38												
39												
40												
41												
42												
43												
44												
45												
46												
47												
48												
49												
50												
51												
52												
53												
										<b>Averages</b>		
										Days to Turn	Total Days	Lease Days
										9.97	23.38	13.45

\* Red Text = Unit Offline

Hutt Heights

Apartment No.	Bedrooms	Condition	Date Empty	Date Painted	Work Started	Completion	Ready to Rent	Date Leased	Days to Turn	Total Days	Lease Days
64-6	0	Good	6/15/2013	6/5/2013	6/7/2013	6/10/2013	6/14/2013		0		

**Averages**    Days to Turn    0.00    Total Days    0.00    Lease Days    0.00



7

---

---

**JULY 17, 2013 BOARD MEETING**

---

---

**TO:** BOARD OF COMMISSIONERS  
**FROM:** DEBRA BOUCHARD  
**DATE:** 7/12/2013

---

---

**EXECUTIVE DIRECTOR REPORT**

- King Court Sale and Disposition
  1. Met with Department of Housing regarding the sale and disposition of the King Court property- 90 day hearing deadline- August 8, 2013.
- Veteran's Terrace Development
  1. No change- commitment letter expected by the end of July.
- Veteran's Terrace Contract Renewal
  1. Bid specifications and quotes were sent over to our CA to justify \$360,000 in reserve for replacement. At this moment, all documentation has been sent to the CA.
- Scatter Site Program
  1. Awaiting notification from CHFA regarding the HTCC (Housing Tax Credit Contribution) application which will additionally fund the project in the amount of \$500,000.
  2. EHHA staff had a kickoff meeting with our Program Manager from the Department of Housing to go over initial terms, procedures, processes and tour to areas EHHA has targeted for potential purchase within East Hartford.
  3. Expected contract within 4 to 5 months
- Review of HSA plan through Oxford
  1. A representative from Oxford Healthcare along with our insurance broker from 360 Benefits gave a presentation on Oxford's HSA deductible medical plan to all three collective bargaining units.