

EAST WINDSOR HOUSING AUTHORITY
REGULAR MEETING – SEPTEMBER 21, 2009
MINUTES

CALL TO ORDER AND ATTENDANCE

The meeting was called to order at 7:00 p.m. by Chairman Boutin. Commissioners LaMay, Lamb, Legassie and Percoski were present along with Jennifer DiMauro, Executive Director and Dale Nelson our liaison to the Board of Selectman,

ADDED AGENDA ITEMS

There were no Added Agenda items

MEETING MINUTES OF:
Regular Meeting – July 20, 2009

The minutes of the regular meeting of July 20, 2009 were reviewed by all Commissioners present. A motion was made by Commissioner Legassie, seconded by Commissioner LaMay to accept the minutes of July 20, 2009 as presented.

Legassie/LaMay

Unanimous

PUBLIC COMMENTS

Dale Nelson, our liaison to the Board of Selectman, spoke to the issue of what had transpired at the September 1, 2009 Board of Selectman meeting regarding our Chairman, Karen Boutin. She said that she felt there was some confusion as to why Ms. Boutin was asked to come back and read the following from the September 1, 2009 Board of Selectman's Meeting:

"Ms. Menard has been approached by Park Hill residents that Ms. Boutin has done an outstanding job. However, there has been a persistent question regarding Ms. Boutin's residency. The appointed individual needs to be a resident and it is unknown if Ms. Boutin fits that criteria. It was suggested that maybe a copy of her license could be requested. If that was a concern it was suggested this be postponed to the next meeting pending proof of residency."

Ms. Nelson went on further to state that proof of residency was required for all Board and Commission members per the Town Charter and that the Board of Selectman was just making sure that Ms. Boutin fit the criteria.

Brenda Boland, Apt. 68 – Ms. Boland stated that she was lonely since her neighbors moved out and was hoping that we would fill the vacancy as soon as possible. Ms. Boutin responded that we were going as fast as we could to fill the vacancy.

At this time, Ms. Boutin told the residents present that new mailboxes have been ordered. They will be locking mailboxes with a bigger box for outgoing mail and a box for packages. We should receive them in a couple of weeks and hope to install as soon as possible after receipt.

The Park Hill Tag sale is this Saturday, September 26th from 7:00 a.m. to 4:00 p.m. Flyers will be put around town after the predicted rain ends on Wednesday. Also, on October 10th there is a big items drop off on Shoham Road which is being sponsored by the Town of East Windsor.

BILLS AND COMMUNICATIONS

Check Register – July 22 – August 12, 2009

The check register for July 22 – August 12, 2009 was reviewed by all commissioners present and all questions answered. A motion was made by Commissioner Percoski, seconded by Commissioner LaMay to accept the check register of July 22 – August 12, 2009 as presented

Percoski/LaMay

Unanimous

Bank Reconciliation July, 2009

The Bank Reconciliation of July , 2009 was reviewed by all commissioners present.

Check Register – August 19 – September 16, 2009

The Check Register for August 19 – September 16, 2009 was reviewed by all commissioners present and all questions answered. A motion was made by Commissioner Percoski, seconded by Commissioner Lamb to accept the check register of August 19 – September 16, 2009 as presented.

Percoski/Lamb

Unanimous

Bank Reconciliation – August 2009

The Bank Reconciliation of August, 2009 was reviewed by all commissioners present.

REPORTS OF THE EXECUTIVE DIRECTOR, Jennifer DiMauro

Over the past month, I have organized and implemented some new activities and services. These include the new "Make It and Take it" monthly craft activity. We had 4 or 5 participants taking part in a fall wreath activity. More of these will be planned in the upcoming months and hopefully some of the residents will get involved leading these workshops themselves.

A new benefits check up service has been offered to all residents. This service is intended to help tenants be informed on all of the financial benefits that they might be eligible for such as ConnPACE, state assistance, federal prescription drug subsidy, etc. – there are too many to name. Tenants can make an appointment with me and I will review their income and assets and make a recommendation as to what they might wish to apply for. I have already had one tenant come in to apply for this.

Health screenings have been modified. Instead of the current monthly screenings, we have moved to doing these quarterly. The screenings will offer not only blood pressure, but blood sugar checks and now an optional cholesterol screening for a fee of \$15.00.

The Flu clinic for the seasonal flu virus has been moved up from October 21st to Tuesday, October 6th from 9:30 – 11:30 a.m. Residents must sign up with Darlene and pick up a consent form. Pneumonia vaccine is also available, as long as you have checked with your physician to ensure that you are appropriate to receive it. Vaccines will be covered by Medicare and most insurance, or for a fee if no coverage. The Flu shot is \$37 and the Pneumonia shot is \$57.

Energy assistance appointments have started and this year we now have a way of tracking your applications on line. Remember that utility heating applications are not processed by CRT until after December, but I have obtained the software for our office to track your application on line. If for some reasons you do not receive a decision in the form of an award letter from CRT, Darlene or myself will be able to go on line and look up your application and find out what the problem is, or to print out an award letter for you.

We are working with CL&P's WRAP program to obtain some new refrigerators for the ones that need to be replaced. We have just started replacing the refrigerators that have not been working properly, but eventually it is our intention to replace all of them with more energy efficient models. Please be patient with us through this process.

I met with Betsy Burns and discussed being able to offer Renters Rebate and the Five Corner Cupboard assistance to our residents. Five Corner

Cupboard vouchers are now available in our office. if you qualify for energy assistance, then you qualify for the food pantry. Eligible recipients can use the food bank once a month. We will start taking Renters Rebate applications next spring for our residents.

REPORTS OF COMMITTEES

There were no Reports of Committees

POLICIES AND PROCEDURES

09-08 Renters Insurance

This policy was reviewed by all Commissioners present. Due to the sensitive nature of this policy, it was a consensus among the Commissioners present to investigate this issue further and to hold any decision until the October commission meeting.

09-09 Dogs

There was a lengthy discussion regarding this policy among the commissioners present. It was a consensus to amend the policy to include the exception that the policy does not apply to guide dogs; that all dogs must be on a leash, the back yards need to be used when they go out; and if a dog bites another resident it will be the responsibility of the person dog sitting to cover any and all medical expenses.

A motion was made by Commissioner Legassie, seconded by Commissioner Lamb to accept Policy 09-0009 as amended.

Legassie/Lamb	Boutin	Aye
	Percoski	Aye
	Legassie	Aye
	Lamb	Aye
	LaMay	Nay

The motion was carried.

UNFINISHED BUSINESS

There was no Unfinished business

NEW BUSINESS

- a) Energy Assistance

This was covered in the Executive Director's Report.

- b) Renters Rebate

This was covered in the Executive Director's Report

- c) Food Shelf

This was covered in the Executive Director's Report

- d) Roof Repair and Replacement

As some of the roofs are in need of replacement, we are in the process of reviewing quotes from 5 different companies. When additional information is forthcoming it will be brought to the attention of the commission.

EXECUTIVE SESSION

- a) Pending Legal Matters – Property Acquisition**
- b) Pending Legal Matters – Eviction #14**

A motion was made by Commissioner Legassie , seconded by Commissioner Lamb to go into Executive Session at 7:28 p.m. to include the Executive Director, Jennifer DiMauro and the Executive Assistant, Darlene Kelly as needed.

Legassie/Lamb

Unanimous

A motion was made by Commissioner Percoski, seconded by Commissioner LaMay to come out of Executive Session at 8:25 p.m.

Percoski/LaMay

Unanimous

Action taken: A motion was made by Commissioner Legassie, seconded by Commissioner Percoski to further investigate the two lowest bids on the replacement of the roofs and to report back to the Commission at the next meeting.

Percoski/Lamb

Unanimous

A motion was made by Commissioner LaMay, seconded by Commissioner Percoski to enter into negotiations for the property on the

corner of Windsorville and Reservoir Roads. Any additional information will be brought to the attention of the Commission

LaMay/Percoski

Unanimous

ADJURNMENT

A motion was made by Commissioner Percoski, seconded by Commissioner LaMay to adjourn the regular meeting of the East Windsor Housing Authority at 8:35 p.m.

Percoski/LaMay

Unanimous

Respectfully submitted,

Darlene H. Kelly
Recording Secretary

