

**EAST WINDSOR HOUSING AUTHORITY REGULAR MEETING
APRIL 21, 2014 MINUTES**

1. CALL TO ORDER AND ATTENDANCE

The Regular Meeting of the Commissioners of the Housing Authority of East Windsor was called to order at 7:00 p.m. by Chairman Burnham. Present were Commissioners DeSousa, Burnham, and Simmons. Commissioner LeBoriorous entered the meeting at 7:05pm.

2. ADDED AGENDA ITEMS

Discussion of new flag to be added as item 12B

3. MEETING MINUTES:

Special Meeting of March 17, 2014 – The minutes of the Special Meeting of March 17, 2014 were reviewed by all commissioners present. A motion was made by Commissioner DeSousa, seconded by Commissioner Simmons to accept the minutes as presented. The motion passed. In favor P. Legassie, M. DeSousa, J. Burnham, B. LeBoriorous, and M. Simmons Opposed – None

Special Meeting March 24, 2014 - The minutes of the Special Meeting of March 24, 2014 were reviewed by all commissioners present. A motion was made by Commissioner Simmons, seconded by Commissioner Legassie to accept the minutes as presented. The motion passed. In favor P. Legassie, M. DeSousa, J. Burnham, B. LeBoriorous, and M. Simmons Opposed – None

Special Meeting April 2, 2014 - The minutes of the Special Meeting of April 2, 2014 were reviewed by all commissioners present. A motion was made by Commissioner Simmons, seconded by Commissioner LeBoriorous to accept the minutes as presented. The motion passed. In favor P. Legassie, M. DeSousa, J. Burnham, B. LeBoriorous, and M. Simmons Opposed – None

Special Meeting April 3, 2014 - The minutes of the Special Meeting of April 3, 2014 were reviewed by all commissioners present. A motion was made by Commissioner Simmons, seconded by Commissioner LeBoriorous to accept the minutes as presented. The motion passed. In favor P. Legassie, M. DeSousa, J. Burnham, B. LeBoriorous, and M. Simmons Opposed – None

4. FINANCIAL REPORTS

Motion made to acknowledge financials, motion carried.

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5. REPORT OF THE FIRST SELECTMAN – Dale Nelson

Dale introduced herself; she is a selectman on the Board of Selectman. She will be our representative. She wanted everyone to be aware of a budget meeting on April 23rd at Town hall.

6. REPORT OF THE TENANT ASSOCIATION BOARD – C. Mills

Hereto attached as Exhibit A.

7. PUBLIC COMMENTS –

Marion #16 – I pay my rent every month, there is one person who lives here that does not pay rent. Why?

Viola #25 – We are the laughing stock of Broad Brook. Go to any of these stores and listen to the people talking about this person bragging about what he is getting away with. Know we understand he has gotten himself oxygen; he has bought himself a scooter, all to get out of paying for his electricity. Who is going to pay for that electricity if he doesn't?

Richard #5 – I echo my concerns for what has been said. There are a lot of people in the park who want to know who will be our permanent Executive Director.

John Burnham – we put out for applications one time, we had 8 applications, they were not a good fit. The second time we had 16 applications, of that we widdled them down. Through these specials meeting we have been having, we've been working on it. It's coming to a point.

Richard #5 – A selection has not been determined as of now?

John Burnham - Correct. It is a slow process. Believe it or not we are looking out for your best interest. We feel we are towards the end of the process.

Richard #5 - A lot of people here are concerned that it's been quite a while since July without a permanent director.

Sharleen #57 – On that I want to say, Marisa has done a fantastic job, she answers all your questions, she is there for whatever problem you have. That's what you need, someone who is interested and cares.

Cindy #9 – What I wanted to know is, I know they have guidelines about you can do this, and you can do that. What happens one there is one adult and can you have three people in an apartment? And there are a couple of dogs that just bark constantly.

Dale Nelson - Bd. of Selectman, The Board of Selectman will be holding their first Citizens Hour here next Tuesday. What we're doing is welcoming the community to speak with the Board of Selectman on anything. We will be doing one here, at the library, one at the senior center. Also, Abby Sauerhouefer's walk will be this Saturday. They've got some beautiful raffle prizes. Come down if you can.

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Carmela #22 – We've noticed the vocal disrespect of Pauline Legassie. We respectfully ask that it stop. We've had a hard time seeing and hearing this from of abuse as this happens at every meeting.

Viola #25 – We feel Pauline is our representative and when you disrespect her, you disrespect all of us. When you don't allow her to speak, you do that to all of us.

Sharleen #57 – I want to speak up on Pauline. She has her heart on this place, almost to the point where it is too much. She's been up all night. I know you all have had your tiffs but I hope you realize her heart is in this place. We all complain, but we don't do what she does. We sit back and let her do it. I hope you realize that you really have a gem there.

Jeanne #21 – I think we all have little bumps where it goes over. There are a lot of us here that put our hearts in this place and don't get shown any respect and neither does she.

Marie DeSousa – I want to answer because I feel that's being directed at me. I know you haven't mentioned but I want to respond. I know I've been guilty of cutting her off. It's always been because I'm concerned of what Pauline is going to say that will get this board in trouble or get herself in trouble. I understand I have a tone of voice that can sometimes come off rude, I apologize for that. We have had our conversations after a meeting, especially after last month's meeting. I believe we left there having a better understanding of why I did that. There was something in this room that could have put us all in legal jeopardy. The legal jeopardy was not going to affect my pocketbook, but it was going to affect the pocketbook of Park Hill and that's what I'm here for, to make sure we are not paying attorney fees unnecessarily that takes away from all we can be doing for you people in the future. I am receptive to that. As a board member, I don't care if it's Pauline, John, Mark or her if there is something that is going to come out of somebody's mouth and it's going to affect me and it won't be a lawsuit to me, I sit here as a volunteer and I can't be sued personally, I will always try to cut off that conversation before it gets us in trouble. I apologize and I will be receptive to that and let it go and we will deal with the ramifications if we have to.

Pauline Legassie – With all due respect Marie, it's like this. With whatever I say, if they want to sue me, they don't have to sue the board, they can sue me personally. I find it very hard that the things I want to say, I'm not allowed to say them and yet, down the road there is someone that says what I had wanted to say.

Viola #25 – If you noticed at last month's meeting we didn't have any public comments. The reason was because that person we weren't able to talk about was here and we were all afraid to say anything.

John Burnham – Even though you can't talk to us like this, I am available. You can talk to me anytime, not just like this. I can talk before, I can talk after. I cannot respond on legal matters.

Pauline Legassie – With all due respect, the tenants know what's going on. What they want to know is, are we getting anywhere? It's been a long year.

Marie DeSousa – You were in executive session with us so you know what is going on.

Pauline Legassie – Right, but I can't say anything.

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Richard F #5 – We are all concerned with that situation. We know you can't tell us. You know things that we don't know and you can't tell us.

Marie DeSousa – Right, sorry. It is a legal matter.

Betsy LeBoriosis – Our hands are tied we have to listen to our attorney. We are hearing your concerns and we are concerned to. We are taking every step legally that we can. We are listening to our attorney. We are trying to do this in the correct manner. If we don't there would be worst ramifications. We trust our attorney and there for through us you are going to have trust what we are doing. We understand and we care.

8. LEGISLATIVE BILLS AND COMMUNICATIONS

- A. E-mail CONN NAHRO Membership Luncheon Invite
- B. E-mail CONN NAHRO March 14, 2014 eNews
- C. E-mail CONN NAHRO March 20, 2014 eNews
- D. CONN NAHRO 2014 Employee Training & Networking Day Invite

Per request from the board, all e-mail communications will be forwarded.

9. REPORT OF THE RSC - Hereto attached as Exhibit B.

Commissioner LeBoriosis thanked the RSC for the report and asked if this was the report that went to the state. Executive Assistant Prior stated it was not, this report was just for the board, the RSC files a quarterly report to the state.

Motion made by Commissioner LeBoriosis to have all reports that go to the state be reviewed and approved by the commission before being submitted to the state. Seconded by Commissioner Simmons. The motion passed. In favor P. Legassie, M. DeSousa, B. LeBoriosis, and M. Simmons Opposed – J. Burnham

10. REPORT OF THE EXECUTIVE DIRECTOR – M. Prior

Hereto attached as Exhibit C.

11. POLICIES AND PROCEDURES - None

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12. NEW BUSINESS

- A. CL&P Proposal for replacement lighting for all 84 units and 35 exterior lights – Commissioner LeBoriosis made motion to move forward with the contract pending extending the dates. After discussing terms of the contract, Commissioner LeBoriosis rescinded her motion to move forward with the contract, motion was seconded by Commissioner Legassie and duly approved.

Commissioner Burnham made motion to recess at 7:50pm, Motion carried unanimously. Commissioner Burnham made motion to come out of recess at 7:55pm, Motion carried unanimously.

Commissioner DeSousa made motion to table the discussion until our attorney looks at the contract. Commissioner Simmons seconded the motion. Motion was duly approved. Executive Assistant Prior will forward contract to attorney for review.

B. New Flag Pole – Commissioner Simmons – The old pole has been removed and the new pole will be delivered this week. Thanks to the Rotary Club and the Veterans Commission, the pole is ours. Christopher Davis will be donating a flag that has flown over the capitol that will be raised at the ceremony on May 24th at 2:00pm. Bob Doyle has gotten a flag donated from the American Legion club. The JI and the Reminder will be here. John Burnham has donated the old flag pole to the Historical Society.

13. OLD BUSINESS

A. Executive Director Position – May be discussed in Executive Session at the pleasure of the Commission

A motion was made by Commissioner Simmons to go into Executive Session Commissioner Legassie seconded and the motion was duly approved. The Commissioners went into Executive Session at 8:35pm. Motion to come out of executive session at 9:30pm was made by Commissioner DeSousa and seconded by Commissioner LeBoriosis, motion was duly approved. No decisions were made while in executive session.

ADJOURNMENT

Motion to adjourn duly made and approved at 9:35p.m.

Respectfully submitted,

Marisa Prior
Recording Secretary

Exhibit A

pg 1

MEETING OF TENANT ASSOCIATION
HELD APRIL 8, 2014

OUR APRIL MEETING PROVED TO BE VERY IMPORTANT. AFTER DISCUSSING OUR MONTHLY EVENTS IT WAS DECIDED THAT DUE TO EASTER WE WOULD FOREGO OUR MONTHLY GET-TOGETHER, MAY AT THE END OF THE MONTH WILL BE OUR NEXT POT LUCK. THE MIDDLE OF JUNE WE ARE PLANNING TO HAVE A COMMUNITY BREAKFAST. WE WILL HAVE NEWS ABOUT THESE AT NEXT MONTH'S MEETING.

HARD TO BELIEVE THAT A FULL YEAR HAS PASSED SINCE THE FORMATION OF THE PARK HILL TENANT ASSOCIATION. BUT TIME FLIES QUICKLY WHEN YOU'RE HAVING FUN. AT APRIL'S MEETING WE TOOK NOMINATIONS FOR THE

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AND SECRETARY WERE ACTIVELY
SEEKING RE-ELECTION OR
FIRST TIME OFFICE WERE

PRESIDENT - CARMELA MILLS
(UNADOPOSED)

VICE PRESIDENT - JEANNE SWICKLAS

PAULINE LEGASSE

SECRETARY JEANNE SWICKLAS

~~PAULINE LEGASSE~~

LAVEN CAVALIER

BALLOTS WERE DISTRIBUTED TO
ALL THE RESIDENTS A DEADLINE
FOR VOTING WAS SET. THE
RENT BOX AND MARISA'S OFFICE
WERE PICKED AS PLACES TO DROP
OFF VOTES. THE VOTES WERE
COUNTED BY TWO (2) NON-PARTIAL
PEOPLE - DEBBY PERROSKI &

LEANE DEVANY

THE RESULTS OF THE ELECTION
ARE AS FOLLOWS

PRESIDENT CARMELA MILLS

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SECRETARY - LOVERE CASSELLA

WE ARE YOUR NEW 004-205
PARK HILL TENANT ASSOCIATION,
IT IS OUR SINCERE HOPE THAT
THE BOARD AND THE ASSOCIATION
WILL WORK TOGETHER TO
IMPROVE THE QUALITY OF LIVING
HERE AT PARK HILL. IF MUTUAL
COOPERATION IS OBTAINABLE THEN
WE WILL ACCOMPLISH MANY THINGS

IT HAS BEEN MY TREASURE
TO SERVE ON THE ASSOCIATION
THIS PAST YEAR I HOPE THE
NEWLY ELECTED OFFICERS WILL
WILL FIND THEM AS INTERESTING
AS I DID.

THANK YOU!

WE WOULD LIKE TO THANK
KARNE SWICKS FOR SERVING
AS THE FIRST SECRETARY OF

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EXHIBIT B

Resident Services Coordinator Report

March 2014

Current informational flyers, calendars and updates were obtained and posted to the community bulletin board for the tenant's perusal. Residents were issued a monthly calendar to assist tenants to keep informed of programs and to avail themselves of service offerings. In-house activities were well attended. The tenants are running the weekly coffee social and bingo without reported problems. Assistance with the set-up of these programs is provided as needed.

Of highlight for tenants during the month of March were the St. Patrick's Day dinner held on March 14, with 38 residents participating, as well as a free educational seminar program entitled, "File of Life" (formerly referred to as The File of Life"). The Chief of the East Windsor Ambulance Association greeted tenants, outlined the service, and provided a free magnetic File of Life packet to each tenant in attendance. The File of Life card enables ambulance personnel to obtain a quick medical history which lists the patient's name, emergency medical contacts, insurance policy and health problems, medications and dosages, known allergies, current doctors name(s), etc... when the patient is unable to offer one, or in a frighten state, and may forget to mention something important. Ten tenants took part of this event held in the community hall on March 12.

Eighteen food pantry letters were requested and issued this month. This is a notable increase for this request of six letters requested from the previous year at this time. Tenants are aware of and utilize the local Foodshare Program held twice a month to supplement their groceries needs.

Tenants who are enrolled in the State of CT Supplemental Nutrition Program (SNAP benefits) remain frustrated with the length of call-waiting time when receiving assistance by phone. This program, in particular, has plagued by this. The State is aware of the problem and is working toward improvements. Recipients of this benefit program are being encouraged to electronically file their paperwork and use the state website to assist them with answering questions of concern.

In line with promoting self-sufficiency of our residents, I have taught several residents how to use the copier machine located in the community room.

Home visits were scheduled throughout the month and their files were updated as necessary.

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Resident Services Coordinator Report

March 2014

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A tenant was placed under Protective Services and assigned a caseworker. A discussion on the need to have a Conservator assigned for this was explored. The State caseworker made a couple of home visits with the person and provided the tenant with information and referral services. The State decided that a Conservator was not needed and have since closed this case. Additionally, the Town of East Windsor Human Services Department staff was notified of this tenant in need.

I have had several meetings with Kim Wagner-Nation from TouchPoints@Chestnut in regard to developing a free community Health and Wellness Forum in the upcoming month of April 2014 at the community hall.

In compliance with the State requirements for continued funding for the Resident Services Coordinator Program, the quarterly report for quarter ending March 31, 2014 for the Resident Services Coordinator Program was completed and filed with the state.

In the absence of an Executive Director, I have continued to assist Marisa with the answering phones and with work assigned.

Respectfully,

Laura J. Clynych

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EXHIBIT C

**EXECUTIVE DIRECTOR'S REPORT
EWHA Commission Meeting
April 2014**

EWHA

The budget for the 2014/2015 fiscal year is coming along. We are making great strides in closing the gap between rental income and total expenses.

Staff Matters

I attended CONN-NAHRO's 2014 Rent Calculations, Income Verifications, and PIC Training on the 10th of April. It was very informative and a great day of training. I look forward to attending more classes in the future.

Park Hill

Resident Matters

The new blinds have been installed and everyone loves them. They add elegance and warmth to the room. Thank you to Pauline for all her hard work in getting this done for us.

On April 2nd we had a Spa & Wellness Day sponsored by Touchpoints of Chestnut. It was a huge success. We were joined by members of the EW Senior Center. Touchpoints provided manicures, massages, balance test, memory test, blood pressure checks, and lunch for all who attended. We had approximately three dozen people attend.

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We had a Volunteer Appreciation Tea in celebration of Volunteer week. We gave thanks to 19 volunteers. We truly do appreciate all that is done for our residents.

Property Matters

There are no vacant units!! We do have a pending vacancy effective May 1st. I anticipate having that rented for June 1st. We currently have 26 people on the waiting list.

Maintenance Matters:

Ray Mack from CL&P has submitted a proposal for the 35 exterior lights in the common areas along with high efficiency replacement lighting of all the exterior lights adjacent to each apartment and upgrading the lighting in the kitchen and hallways in all of the apartments.

Respectfully Submitted,

Marisa Prior