

**STONINGTON HOUSING AUTHORITY  
THE EDYTHE K. RICHMOND HOMES  
COMMUNITY BUILDING**

**September 10, 2013**

**MINUTES**

**Call to order:**

Regular meeting of the Stonington Housing Authority called to order by Chairman James Kelley at 4:01pm.

**Attendance:**

Commissioners attending were James Kelley, Ruth Nolder, and Julie Savin. Also in attendance were Elaine Schmidt, Ed Haberek, Carol Umphlett, and several tenants.

**Minutes:**

Ruth Nolder moved that the reading of the minutes, as posted on the town's website, be waived. Julie Savin seconded the motion. Motion passed unanimously, 3-0-0.

**Reading of the Treasurer's report:**

Julie Savin reported a total in checking and savings accounts of \$586,348.39. She noted a drop from last month's report. Jim Kelley

**Bills and Communications:**

None

**Report of the Director:**

Elaine Schmidt reported on the following activity during the past month:

- Application for \$4,373.00 grant submitted to CHFA as part of their Resident Program Fund for:
  - Three raised garden beds
  - A shuffleboard double court
  - 12 months of Netflix
- ConnNAHRO annual convention- attended by Chair Kelley and Elaine Schmidt. Elaine reported that the session were very informative, a great opportunity for networking, and stated that now is the time to apply for funds for rehab and new construction.
- Work from the list of repairs continues. Elaine reported that there have been lots of contractors on the property; the majority of the plumbing work has been completed. Other work in progress includes:
  - Carpenter has begun his list:
    - Is taking serial numbers from refrigerators. CL&P will replace those that are not Energy Star rated with new ones for a cost to the housing authority of \$100 per unit.
    - Is replacing window cranks that are not working
    - Making list of unit needing new weather stripping.
    - Elaine and carpenter met with town engineer concerning the repairs to the railing system and fascia materials needed for repairs to buildings 11 and 12. Carpenter to contact building inspector for further guidance.

- Mechanical contractor in process of doing annual maintenance on heating/ac units.
- DEF Services has completed 30 tub cuts with five remaining that will be done early next week.
- Cabinets will be delivered within two weeks. Elaine said that they will be asking volunteers to help empty old cabinets and restock when new cabinets installed; will be ordering heavy-duty boxes for this.
- Lever entry door hardware will be installed at same time as cabinets.
- One resident, who has lived at EKR for 18years, is having her apartment painted.
- \$25,000 from CHFA for new stoves- one estimate has been received. Elaine stated that she will be getting a couple more quotes.
- One resident moved this month, so three vacant units to date. Elaine stated that as soon as the Tenant Selection policy is reviewed and adopted, they will advertise that the waiting list is closed and then do a lottery for the new list. Once done the three units will be rented. Julie Savin asked how many people are on the list; Elaine told her 25-30.
- Carol Umphlett sent list of the Westerly Hospital's Smoking Cessation program, which begin on 9/10/13; Elaine reported that she called to see if they will do a class here and is awaiting a call back from them. Carol Umphlett offered that Human Services will be offering a smoker's support group at EKR. Two of their counselors will be at the first session on Friday September 27<sup>th</sup> and then will alternate each Friday for ten Fridays thereafter, with the Friday after Thanksgiving off. Elaine said she will contact resident smokers to inform.
- Several residents upset about eliminating bird feeders. Elaine met with eleven residents and agreed on addressing the bird feeders going forward.
- Elaine informed the Board that she will be meeting with an environmental company specializing in mold remediation on 9/10/13 to review mold issues in a few of the units and to discuss a plan going forward. She discussed one issue that has already been remedied.
- Signage still has not been completed. Elaine stated that she has contacted the town and is still waiting on a call back. Ruth Nolder found a few signs that can be installed, but need a tamper proof tool to do so.
- Elaine informed the board that they will be advertising for a full-time maintenance person this weekend.

### **Report of the Tenant Commissioner**

Ruth Nolder reported the following activity:

- Eleven tenants car-pooled to the Lucky House for our monthly tenant activity; everyone had a great time!
- Pot Luck Labor Day Picnic was held on September 3<sup>rd</sup>. 21 tenants and guests attended; meals were delivered to those who were physically unable to attend. Thanks at Acting-Director Elaine Schmidt and all tenant volunteers who helped with set-up, cooking, and clean-up.
- Ruth reported that she and Elaine followed up with information the Rhode Island Foundation needed in order to be eligible for next year's grant. This year's grant funded the 4<sup>th</sup> of July picnic (\$297.00).

- Ruth also reported the meeting with Elaine and tenants about the use of bird feeders. She said that they were able to agree on guidelines for tenants who wish to feed the birds.
- Nine tenants have signed up for basic computer classes; Ruth said that they are now working out the logistics of the training.
- Thanks to Joan Driscoll for her help in planting the window boxes and flowers outside the Community Center with a selection of fall mums. The flowers are beautiful!
- Ruth also noted that on September 1<sup>st</sup> the Westerly Sun included a picture of Edythe K. Richmond Homes thirty years ago, just before the facility was opened.
- Ruth also asked that everyone save the date of December 6<sup>th</sup> for their annual holiday dinner.

### **Unfinished Business**

#### **Tenant selection process**

See Director's report

#### **No Smoking Policy**

See Director's report

#### **Report on vacant units**

See Director's report

#### **Small Cities Grant**

See Director's report re: tub cuts, lever lock sets, and cabinets

### **New Business**

#### **Review and adoption of Tenant Selection Policy-**

Julie Savin made a motion to adopt the Tenant Selection policy; Ruth Nolder seconded. Motion passed unanimously 3-0-0.

**First Selectman Ed Haberek will discuss the possible creation of additional Elderly Housing.** Discussion ensued about the recent proposal for new construction of senior housing that was presented by Bill Bellock of Bellsite LLC. Discussion ensued. Julie Savin asked Ed Haberek about the 500-year flood zone and whether it is an issue; Ed said it wasn't. Elaine Schmidt wondered why a private contractor was doing this project and not the housing authority. Jim Kelley stated that he and Elaine Schmidt will be doing a conference call with the Meriden Housing Authority later this week for more information.

Chairman Kelley asked for questions or comments from residents. Joan Driscoll wished to thank Elaine and Ruth for all the hard work they have done to get the repairs completed.

Ruth Nolder made the motion to adjourn at 4:45pm; Julie Savin seconded. Meeting adjourned.

Respectfully submitted,



Tom Hyland  
Recording secretary