

Housing Authority Minutes

MINUTES OF THE SEPTEMBER 1, 2010 BOARD OF COMMISSIONERS MEETING
HELD AT 87 MAPLE STREET, ORCHARD KNOLL, AT 7:00 P.M.

MEMBERS PRESENT:

Richard Duguay, Chairman
Emily Witkus, Asst Chairman
Joan Welsh, Treasurer
Eva Gambaccini, Asst Treasurer
Marcia Cairns, Secretary

MEMBERS ABSENT:

None

OTHERS PRESENT:

Anita Sullivan, Executive Director
12 Orchard Knoll 667 Residents

The Regular Meeting of the Board of Commissioners was called to order at 7:00 p.m. by Chairman, Richard Duguay.

Unfinished Business:

Anita reviewed a resident letter and attached petition that was received by Rita Cormier requesting an amendment to the Pet Policy which would address where a pet can be walked. She had concerns regarding one neighbor who was walking her cat very close to her window. The tenant expressed concern that her neighbor had startled her by walking so close to her window. Ms Cormier and others expressed a concern that the resident was looking into people's windows. Other residents also voiced the same concerns as well as the cat messing right outside their windows. Anita explained that the pet policy already addresses owners who do not pick up after their pets, but due to the number of unleashed cats that roam the property there is no way to tell what animal is messing under the windows unless there is a picture, or Anita is called when the incident is occurring. The Board listened to resident concerns but wanted to discuss the matter in greater detail in Executive Session due to discussing at greater length the individual involved in the complaints. Rich Duguay announced the Board would meet in Executive Session at the end of the Open session and the Open session would not reconvene. The Board let Ms Cormier know that she would receive a letter from the Director outlining the Board's decision.

The in-ground planting policy will be tabled until a later meeting.

Anita got the price differences if we were to change the elderly dumpster. The recycling will cost \$25 per month. And if we switch to a 8 yd dumpster the savings will be \$63.38 per month and if we switch to the 6 yd dumpster it will be \$111.38 per month. At this point both Anita and Chuck suggest going with the 2 yd downsize and see how that works out. If there still seems to be room for downsizing after that, then a 6yd could be considered. All agreed.

Marcia Cairns and Anita drafted a power point presentation for the Town meeting. It is short and simple. Rich suggested everyone review the presentation and if anyone wanted to add or amend they could contact Anita before the next Board meeting. Marcia would be happy to amend it, as she has it on her computer. Rich Duguay thought it might be helpful if Anita contacted a contractor to give an opinion of what could and will eventually happen if the roofs weren't replaced.

Anita is waiting for the police to inspect the entrance and give an opinion of the impairment the large tree is creating for vehicles exiting our property. She will forward a letter to the Selectman when the report is received from the Police Dept.

Marcia Cairns suggested everyone come up with a short or long term goal they feel is important for the Board to achieve. At the next meeting there will be at least five goal for the Housing Authority to work towards.

Tim Hanson from the CMRPC has left the Agency. Anita has been unable to discuss the preliminary CDBG plans with a replacement. Anita will try to contact someone from the Agency and begin the process again. Marcia will speak with Leon about the sidewalk project again.

New Business

Anita Sullivan has received a letter from Paul Menard, an abutter, who is requesting his fence be replaced. Apparently the fence was provided as a buffer, as Paul has given Orchard Knoll the use of a portion of his land. Eva Gambaccini confirmed the agreement had been made. Anita will get bids for the next meeting, so as an amount can be bedgeted for the next fiscal year.

Anita distributed a copy of a survey that was received in regards to our percepption of Housing needs for the Town. After reviewing the entire survey it was decided that we as a Board would not be considered a stakeholder in the Town Housing Plans. Rich suggested Anita contact Trish Settles who was the surveyor and explain the Board's issues with completing the survey.

Anita distributed a letter she had received warning about the dangers to repealing 40B.

The issue is on the ballot for November. If 40B is repealed it will be repealed in its entirety. The ballot is not for amending, but repealing.

Maintenance

Anita wanted to begin the process of drafting a solid snow removal policy. It seems that more and more residents aren't adhering to the policy, making Chuck's job of plowing nearly impossible. All members agreed that a policy must be adhered to by everyone, with an option of towing cars that didn't comply. Anita and Chuck will draft a plan for discussion at the next meeting.

Executive Directors Report

Anita has not received the September NAHRO newsletter, but will mail it as soon as it is received.

The September checks were reviewed and signed by Treasurer, Joan Welsh and Asst Treasurer, Eva Gambaccini.

Review and Approval of Minutes

Joan Welsh made a motion to accept the minutes of the August 4, 2010 Regular Board meeting as written. Eva Gambaccini seconded the motion. All in favor. Rich Duguay abstained.

Adjournment

Eva Gambaccini made a motion to adjourn the meeting at 8:20. Marcia Cairns seconded the motion. All in favor.

Executive Session

Marcia Cairns made a motion to enter into Executive Session at 8:20. Joan Welsh seconded the motion. All members in favor.

Respectfully submitted,

Anita Sullivan
Executive Director