HOUSING AUTHORITY OF THE TOWN OF WINDSOR
156 Bloomfield Avenue
Windsor, Connecticut 06095

MAR 29 2006

(CORRECTED)
MINUTES OF REGULAR MEETING
FEBRUARY 27, 2006

The Commissioners of the Housing Authority of the Town of Windsor (WHA) met in a Regular Meeting on February 27, 2006 at Millbrook Village, Mack Street, Windsor, Connecticut. The meeting was called to order by Chairperson Pier at 2:00 p.m.

1. ROLL CALL

Present: Commissioners Drost, Patsky, and Pier
Executive Director Desrosiers
Absent: Commissioner Bivans

2. PUBLIC COMMUNICATIONS

A. Linda Moriarty, Shad Run Terrace, reported that during January 2006 the name of the tenants' association was changed from Shad Run Tenant Advisory Board to Shad Run Tenant Social Club.

B. Joseph Breault, Millbrook Village, indicated that he wants to start a social club at Millbrook Village.

C. Arthur Lindsey, Millbrook Village, asked when the exteriors of Millbrook Village units will be painted. He was informed that bids are being sought for that work.

3. MINUTE APPROVAL - January 26, 2006 Regular Meeting

Commissioner Drost moved approval of the minutes of January 26, 2006. The motion was seconded by Commissioner Patsky and passed unanimously.

4. FINANCIAL REPORTS - January 2006

Commissioner Drost moved to acknowledge receipt of the January 2006 Financial Reports. The motion was seconded by Commissioner Patsky.

The Commissioners reviewed the reports and commented on the following:
- the balances shown on the Recording of Cash Asset Accounts for the State project may be in variance from other reports due to the timing of the checks.
- the Executive Director will request a copy of the Section 8 budget the fee accountant is using as a basis for reporting.
- the Section 8 program is 90% leased, using a total of 142 vouchers. Ms. Desrosiers reported that letters have been sent to persons on the waiting list advising them of the availability of certificates.
- the Executive Director will also question Mr. Sullivan regarding the Voucher Program Check Register form.

The motion to acknowledge receipt of the Financial Reports passed unanimously.

5. BILLS AND COMMUNICATIONS

The Commissioners acknowledged receipt of a letter from the Windsor Recovery Club thanking the WHA for the donation in memory of Sam Robinson.

6. EXECUTIVE DIRECTOR'S REPORT

Ms. Desrosiers reported that:
- rent payments are outstanding from two tenants. However, both have agreed to a rent repayment plan.
- there are 31 applicants on the waiting list for State housing.
- the Section 8 waiting list contains 145 names.
- requests for RFP's for the Millbrook Village painting project have been sent to 18 vendors, with a response deadline of March 15, 2006.
- during 2005 18 water heaters, 6 refrigerators, and 4 stoves were replaced with new units (replacement of water heaters is continuing). 19 rental units were repainted, and 3 were fitted with new flooring upon vacancy. One unit was provided with new cabinetry and countertops. Many units have been painted at no cost for labor.
- Attorney Michael Wrona has agreed to provide the WHA with legal assistance until a new counsel is chosen.

- the Executive Director is awaiting two additional proposals for surveillance cameras for the Shad Run and Millbrook Village properties. It is expected that these will be received by March 1, 2006. A proposal has already been received from Associated Security.

7. REPORT OF SUB-COMMITTEES

A. Administration - Commissioner Drost has been advised by tenants that there is now ample parking at Shad Run Terrace. She questioned whether the Parking Policy should be rescinded. Ms. Desrosiers indicated that the Policy provides a way to monitor long term/overnight guests/roommates and that it should not be rescinded at this time. Commissioner Drost also inquired whether the Town's Social Service workers could visit the State projects on a monthly basis to advise residents of services available to them. Ms. Desrosiers responded that she has already offered Social Services office space at both complexes, and she will pursue the possibility of staff visiting each complex on a monthly basis. She will also include information re Social Services in the WHA newsletter.

B. Finance - None

C. Maintenance - Commissioner Patsky asked:
- how the WHA may monitor the number of persons living in a unit. It was explained that this may be done in a variety of ways, and that not including the name(s) of all tenants on the lease constitutes fraud and may be prosecuted through the courts.
- about non-tenants using the Community Rooms. It was explained that the rooms are for tenant use and that the tenants are responsible for the actions of their guests.
- whether there is a monthly limit on parking permits for overnight guests. Ms. Desrosiers noted that the Parking Policy does not address this issue - she is now looking into it. Presently she is trying to address the needs of tenants by allowing overnight visitors seven (7) times per month.
- about the expenses for Medicare Part D now being included in the calculation for medical deductions. Ms. Desrosiers stated that any bills incurred during 2006 are not applicable until they have been paid; recertification will not be made until expenses are incurred for at least six months.

These expenses also must be more than 10% of the person's Adjusted Gross Income (AGI) before they may be considered.

D. Policy - None

8. NEW BUSINESS

A. Dental Insurance

Ms. Desrosiers presented data on the costs for dental insurance for the three eligible employees: two on an individual basis, and one for an individual with one dependent. She noted that eligible staff have agreed to forgo 1% of their annual compensation for the benefit of dental insurance, and that neither the staff or the WHA will pay taxes on this benefit. Currently the cost for medical insurance under the Municipal Employees Health Insurance Program (MEHIP) is paid 10% by the employee, and 90% by the WHA. Spousal coverage requires an employee to make a 50% contribution. It is expected that the dental coverage will be provided by Blue Cross/Blue Shield. Chairperson Pier suggested that the WHA may wish to look into a cap on its dollar contribution to the plan.

Commissioner Drost moved that the WHA make dental coverage available to full-time employees on the same basis as medical insurance. The motion was seconded by Commissioner Patsky and passed unanimously.

9. OTHER - None

10. ADJOURNMENT

Commissioner Drost moved adjournment of the meeting. The motion was seconded by Commissioner Patsky and passed unanimously.

The meeting adjourned at 3 p.m.

Respectfully submitted,

Adele K. Martin

These minutes were approved, as corrected, on March 27, 2006.