

## REGULAR MEETING – March 9, 2023

Chairperson Susan Bannon called the January Regular Meeting of the Housing Authority to order at 1:00 pm. Attendance upon roll call:

**PRESENT:** Chairperson Susan Bannon, Sean Hadden, Steve Wakefield, Carl Shaffer Executive Director Betsy R. Soto, Wendy Ng, Michael Patrick, VHA Attorney Michael Wrona came in at 1:30pm.

**ABSENT:** Commissioner Kathleen McCarthy

**Public Comment:** Two VHA residents participated in. David Howey resides Grove St. #39. Talked about having a pet in his unit and another pet in his wife's unit. He made a conclusion by himself that their pets are emotional animals and don't need VHA approval. He refused to provide any paperwork to the Leasing Department. Clara Werpechowski who resides at 22 Franklin Park West mentioned hearing noises in her wall and property signage and sign lighting.

**MINUTES:** A motion was made by Commissioner Sean Hadden to adopt the January 2023 Regular Meeting minutes as offered. Commissioner Steve Wakefield seconded. All present voted for the approval of the motion. Motion carried.

**BILLS:** After review and discussion of the invoices paid, Commissioner Sean Hadden made a motion to approve the payments, Commissioner Carl Shaffer second the motion. All present voted for the approval of the motion. Motion carried. The checks approved were: Revolving #68601-68643; Federal #25482-25509; Franklin Park East #1724-1728; Windermere #1948-1953; State #15375-15390; Congregate #13261-13279; HCV# none and Local #3453-3459. The Housing Authority's credit card invoice was reviewed and approved along with the bills. Commissioners Carl Shaffer questioned check numbers 25507. Facility Manager Michael Patrick explained, and commissioner accepted. Commissioners Steve Wakefield questioned check number 25509, 68601, 68625. Executive Director Betsy R. Soto explained, and the commissioner accepted. All questions answered and no follow-up required.

**Cash Report:** The Cash Balances were reviewed with the Board of Commissioners.

**Executive Director Report:** Grove Court Major Renovation – 4 bids received. Secondino is the apparent low at \$6,149,500. Low bid is approximately \$800K over budget. VHA and JDA are working to close the gap. Application for "priority needs" funding has been submitted.

**Grove Court VMS (Camera) Project – Certificate of Completion completed. Project completed.**

**Congregate-Upholstery of damaged furniture - Requested less expensive solutions.**

Franklin Park East, West, and Windermere- Signage and Sign Lighting-Project in the design phase. Construction to commence 2023.

Franklin Park East-Roof Replacement- 1<sup>st</sup> building under construction (weather dependent).

PHA Wide Carbon Monoxide Alarms/Detectors Assessment-Assessment complete. VHA to install new CO and smoke detectors at scattered sites. Final inspection report in progress.

Becker Place- 2<sup>nd</sup> and 3<sup>rd</sup> floor nearing final completion. The 1st floor is still under construction. Demolition of garage foundation has commenced. Some exterior building work remains incomplete. Sitework remains incomplete. Building inspection and final punch list inspections are scheduled for 3/9/23.

Local Section 8 - The department ended February with a count of 357 HCV, no changes from the previous month. The Section 8 program is working diligently towards the continuance of increasing the program to maximize the number of participants on the program.

State of Connecticut DOH-Housing Choice Voucher and Rental Assistance Programs - The Department ended February with a count of 1,139 Vouchers and RAP state certificates, 16 less from the previous month. The program is working towards accuracy in both programs and getting full participation from clients.

Francis Pitkat Congregate Living Center – Unfortunately, due to the nationwide dominant Covid 19 variant XBB.1.5, the Congregate had been on lockdown for six consecutive weeks to protect our vulnerable residents. All activities up to February 20th had been cancelled. The Vernon Housing Authority continues to follow all CDC rules and Governor’s Executive Orders by providing quality and safe services to all residents. Residents and their visitors are required to wear masks and remain at least 6 ft. apart. All common areas in the building continue to be sanitized on a regular basis and before and after scheduled activities.

Old Business: None

New Business: None

INFORMATIONAL: Congregate-Chamberlin Street parcel between the Congregate Facility and Maple Grove (Gesang). A fully executed Quit Claim Deed and Mutual Access Agreement received. The parcel now belongs to The Vernon Housing Authority.

Executive Session: on 1:38 pm, A motion was made by Commissioner Sean Hadden to go into Executive Session seconded by Commissioner Carl Shaffer. All voting in favor. Motion carried. (1) Discussion of Pending CHRO Matter (2) Discussion of pending eviction matter (3) Executive Director Performance Review moved from December 2022

and tabled to March 2023. Executive Director Betsy Soto and Attorney Michael Wrona were invited to stay, and Wendy Ng left the meeting.

At 2:49 pm, return to the Regular session and Wendy Ng returned to the meeting. Executive Director Performance Review moved from December 2022 and tabled to April 2023.

The next meeting will be held on April 13, 2023, at 21 Court Street, at 1:00 pm in the Community Room.

The March Regular Meeting was adjourned at 3:02 pm on a motion by Commissioner Sean Hadden; seconded by Commissioner Carl Shaffer all voting in favor. Motion carried.

Respectfully Submitted,

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Betsy R. Soto,  
Executive Director, PHM, VEM