

Housing Authority of the Town of Vernon

Meeting location: Congregate 80 Franklin Street, Vernon, CT 06066, Arts and Crafts Room

REGULAR MEETING- April 9, 2026

Chairperson Sean Hadden called to order at 1:01 pm. Attendance upon roll call:

PRESENT: Chairperson Sean Hadden, Commissioner Ronald M Levesque, Steve Wakefield, Carl Shaffer, and David Howey.

Staff: Wendy Ng, Shenoa Steves, Nicole Nadeau, and Maria DeMarco from DeMarco Management Corporation

Absent: None

Public Comment:

1. E. Averett, Congregate #125, made a complaint about nothing being done about another apartment smoking.
2. S. Lentocha, Windermere #1:
 - a. Asked when newsletter is going out for agent dictionary.
 - b. Wants clarification on how many cars are allowed to park per apartment. This is due to non-resident parking overnight.
 - c. Would like to speak to a human being instead of going through an automated system to report.
3. G. Giles, Congregate #141:
 - a. Would like to know when they can get a new TV as their TV doesn't work.
 - b. Would like to know if medical personnel could be provided to residents, specifically a podiatrist.
4. D. Byram, Congregate #222, would like to be notified of board meetings schedule.
5. I. Mills, FPE #14:
 - a. Suggests posting board meeting schedule on community bulletin boards and laundry rooms.
 - b. States March 2026 draft minutes should be on website.
 - c. States 2025 Annual Report has yet to be updated before July 2026.

Approval: Chairperson Sean Hadden asked for a motion to approve regular meeting minutes of March 12, 2026. Motion made by Commissioner David Howey. Seconded by Commissioner Carl Shaffer. All present voted for the approval of the motion. Motion carried.

Department Head Reports:

Each Department head gave a brief report of the past month's accomplishments and their concerns/needs going forward.

Wendy Ng, Finance Manager, gave the monthly financial report. Chairperson Sean Hadden asked for a motion to accept the monthly financial report and bills paid. Motion made by Commissioner

David Howey, Seconded by Commissioner Steve Wakefield. All present voted for the approval of the motion. Motion carried.

The Interim Director of DeMarco Management gave the Interim Executive Director's Report

- Grove Court Renovation 100% complete.
- Exploring donation resources to replace Grove Court community room furniture with donated furniture.
- Ward Street siding project is complete and now has a three-bedroom unit available for rent.
- Capital Fund Award announced for fiscal year 2026. Vernon Housing Authority to receive \$640,303.00. A list of projects will be developed for Board Approval.

Commissioner Report:

- Energy Assistance is now available through May 29, 2026. Applications can be completed at Town Hall.
- A few informal tenant meetings were held and were successful.
- Management has approved tenant participation in town-wide tag sale that is occurring on April 26, 2026.

Old Business: None

New Business:

2026-2027 Congregate Rent Increase and Management & Service Budget

- Congregate base rent increases from \$940.00 to \$1,000.00 for studio and from \$1,080.00 to \$1,315.00 for one-bedroom. Core Services increases from \$1,240.00 to \$1,300.00.
- Chairperson Sean Hadden asked for a motion to approve 2026-2027 Congregate Base Rent Increase, and Congregate Management and Service Budget as present. Motion made by Commissioner David Howey. Seconded by Commissioner Ronald M Levesque. All present voted for the approval of the motion. Motion carried, Resolution #437.

Approval of Admin Plan (HCV / S8 Policy)

- Cha. 12 Termination of Assistance and Tenancy
Chairperson Sean Hadden asked for a motion to approve Termination of Assistance and Tenancy as a document. Motion made by Commissioner David Howey. Seconded by Commissioner Ronald M Levesque. All present voted for the approval of the motion. Motion carried.
- Cha. 13 Owners
Chairperson Sean Hadden asked for a motion to approve Owners as a document. Motion made by Commissioner David Howey. Seconded by Commissioner Steve Wakefield. All present voted for the approval of the motion. Motion carried.
- Cha. 14 Program Integrity

Chairperson Sean Hadden asked for a motion to approve Program Integrity as a document. Motion made by Commissioner David Howey. Seconded by Commissioner Steve Wakefield. All present voted for the approval of the motion. Motion carried

Informational: None

Executive Session: Chairperson Sean Hadden asked for a motion to begin Executive Session for Human Resources at 1:39 PM. Motion made by Commissioner David Howey. Seconded by Commissioner Carl Shaffer. All present voted for the approval of the motion. Motion carried. Executive Session ended at 2:16 PM.

The next meeting will be held on May 14, 2026, at Court Tower, 21 Court St, Vernon, CT 06088 in Community Room at 1:00 PM.

The April Regular Meeting was adjourned at 2:24 pm on a motion by Commissioner Carl Shaffer, Seconded by David Howey. Motion carried.

DRAFT