Trumbull Housing Authority

October 27, 2015

4:00 pm

Community Room of Stern Village

**Commissioners Present:** Chairman Janice Kopchik; Commissioners Thelma Burr, Linda Nassrah and Suzanne Donofrio (4:07 pm)

**Also Present:** Executive Director Harriet Polansky

**Absent:** Commissioner Susan Fatse

The meeting was called to order at 4:04 pm by Mrs. Kopchik. Roll call was conducted followed by the Pledge of Allegiance.

**Past Minutes**

Motion was made by Mrs. Kopchik, seconded by Ms. Nassrah, to approve the minutes of September 28, 2015 as written. Approved unanimously.

**Public Comment**

Two residents stated thank you for all the work that is being done by the Commission and Ms. Polansky. Another resident spoke on the water problem at her unit and noted that her neighbor’s unit was flooded. Ms. Polansky noted work orders are written for these types of incidents and she will follow up on this event.

Mrs. Donofrio entered the meeting at 4:07 pm.

**Treasurer’s Report**

Mrs. Burr reported for the three months ending September 30, 2015 that the Stern Village and Stern Center had an overall gain of $28.00. All vendors have been paid currently. Accounts Payable amounts to $47,747, which includes the PILOT payment for the previous year. The PILOT payment will not be paid until the outside accountant finishes the annual audit. The cash position is healthy. The current Village cash position has approximately $43,302 and the Center’s case position is $17,921.

**Executive Director’s Report**

Ms. Polansky reported for the period ending September 30, 2015. Currently the reserve balance is over $1,423,218 which is approximately $6,411 for each unit in the entire complex. The overall cash position as of September 30, 2015 shows a balance of $1,240,727 including the investment account. As of September 30, 2015, Accounts Payable is approximately $44,747 including our PILOT accrual for the current and past year.

There were some unusual expenses in the Village totaling approximately $10,000 for extermination services and in-depth cleaning of various units. The vacancies in the Village have increased and vacancies in the center have reduced. There have been some capital expenditures. Some repairs were made to the kitchen equipment in the Congregate. In the Village, there were some unusual expenses totally approximately $10,000 for cleaning various units. In addition, some additional appliances for the Village have been acquired. She will continue to look further at other projects to improve the facility with the realm of affordability, need and security.

Minister Jeff Schachinger from Southern CT Church of Christ in Fairfield has seven families in Trumbull who are interesting in volunteering at Stern Village. They will provide light housekeeping to any resident that is interested.

UI has several free incentives that will be provided to the residents. These incentives have nothing to do with the larger UI program for the redevelopment of Stern Village. Competitive Resources through the UI Home Energy Solutions Program (HES), will be making improvements to increase the energy efficiency of the apartments. This is a free service that will benefit the residents by increasing the comfort in their homes, as well as result in savings on current and future utility bills. Competitive Resources will do a sampling of 20 apartments from November 9 – November 20. They will assess 2 per day. Certified technicians will be replacing light bulbs with new energy efficient bulbs, caulking window/door trims, foaming around plumbing penetrations, replacing the water measures on the faucets/shower, installing weather stripping on the doorways (when applicable), installing outlet and switch insulated gaskets, evaluating windows, insulation and appliances, etc.

Maintenance needs a new basic truck. The current truck is over 10 years old and has about 110,000 miles. It needs a lot of work and won’t make it through the winter. They are looking at a Ford pick-up truck. The state’s Department of Administrative Services has a portal of vendors and contractors. The dealer on the portal is higher even on a pre-owned, 4 year old model. They are looking at other dealers in Bridgeport and Milford for the truck which will cost approximately $35,000.

A Resident Participation meeting was held with Bruce Whitaker and Frank Stellato from Millennium. Stern Village residents were provided updates to the revitalization and rehabilitation for Stern Village. Thirty-six residents attended and minutes will be posted in the laundry rooms and main bulletin board, in the November Stern Village Voice and on the website. Anyone with questions, should contact Ms. Polansky.

Solar for Congregate is still being investigated. C Tech Solar has evaluated the roof as part of the process.

**Unfinished Business**

None.

**New Business**

None.

**Adjournment**

There being no further business, motion was made by Mrs. Kopchik, seconded by Mrs. Burr, to adjourn the meeting at 4:17 pm. Approved unanimously.

Respectfully submitted,

Barbara Crandall

Clerk

These minutes are considered a draft until approved at the next meeting of the Trumbull Housing Authority.