Trumbull Housing Authority

December 22, 2015

4:00 pm

Community Room of Stern Village

**Commissioners Present:** Thelma Burr, Suzanne Donofrio, Susan Fatse, Janice Kopchik

**Also Present:** Executive Director Harriet Polansky

**Commissioners Absent:** Linda Nassrah

The meeting was called to order at 4:02 pm by the Chairman, Mrs. Kopchik. Roll call was conducted followed by the Pledge of Allegiance.

**Past Minutes**

Ms. Polansky provided the Clerk with the following changes to the November 23, 2015 minutes:

* Under Past Minutes – last paragraph should read: “Mrs. Donofrio motioned to accept the minutes…”
* Under Resident Comments, under Sandy, third line should read: “waste the Boards’ time…”
* Under Resident Comments, under Christiane Poggi, third line should read: “If anyone wants to see it, you can see everything.” Sixth line down should read: “Polansky stated they know exactly what is going on…”
* Under Executive Director’s Report, second paragraph, fourth line should read: “She is looking to improve the facility…”

Mrs. Kopchik motioned to accept the minutes as amended; seconded by Mrs. Fatse and approved unanimously.

**Resident Comments**

Paul Littlefield – Mr. Littlefield stated he did not know what the motion will be to address #8 under New Business. He felt it may have to do with a policy change switching the burden of cost for extermination from the landlord to the tenant. He wanted to know what precedent this comes from and what legal basis the Commission has for doing that. He stated that for non-profit housing, the landlord is responsible and that is backed up by the Trumbull Housing Code and the Rights and Responsibilities of Landlords and Tenants in CT put out by the Judicial Department. They point out that the landlord is responsible for expenses having to do with extermination of pest. Under HUD, Harrison House had had extermination of bed bugs several times and the tenants have not been charged except for the prior preparation, such as clothing removal. He recommended the Commissioners look at this very carefully because he does not want them to be tagged as one of the first housing authorities to put in such a rule. Mr. Littlefield discussed extermination prices at the facility. He recommends the motion, which he requested in advance but did not received because the Executive Director was away and when she returned, was too busy to respond to his request, be carefully reviewed and he would like to hear the discussion. He does not want to just have a motion. Mr. Littlefield thanked the commission for their attention.

Patricia Lungi – Mrs. Lungi noted she has lived in 15 different places and in 27 years and she has never paid for pest control, in any location. This service was provided every month and, if needed, would be provided a second time. She doesn’t understand this at all.

**Treasurer’s Report**

Mrs. Burr reported for the period ending November 30, 2015, Stern Village and Stern Center had an overall gain for the period of $10,229. All vendors have been paid. The current Accounts Payable amounts to $50,067 which includes our PILOT payment for the previous year. The cash position is healthy at the present time. For the Village, the current cash position is approximately $50,199, and the Center’s cash position is $19,464. Capital expenditures have increased for the Village. New refrigerators were purchased that are energy efficient.

**Executive Director’s Report**

Ms. Polansky noted that currently the reserve balance is over $1,438,629 which is approximately $6,480 for each unit in the entire complex. The overall cash position as of November 30, 2015 shows a balance of $1,191,510, including the investment account. She is looking at various grants to off-set costs to procure a salad bar with sneeze guard and convection oven; both are necessary for the congregate.

She thanked the THA Commissioners for their hard work this year and all the volunteers who have made a positive impact on the community. She also thanked the following vendors for making the holidays extra special for the residents – Home Depot, Ed Henrich from United Healthcare, Mark, Melick, Omar and Naiomi from Hancock Pharmacy, Chips Restaurant, W.B. Mason and Verizon.

Ms. Polansky spoke with the Chart representative from Massachusetts. Charter will be assessing the signal strength for the property and do whatever they can to fix issues. A mid-January time frame was discussed for the results.

Ms. Polansky read the THA Recap covering the period from July 1, 2015 to December 31, 2015. This Recap is attached to the minutes as an addendum.

**Unfinished Business**

None.

**New Business**

Ms. Polansky noted that when a unit is rented, it is delivered to the tenant in a sanitized condition. There have been residents with bed bug infestations and roaches. These are brought into the apartment; they don’t just appear. For some infestations, like bed bugs or roaches, the Orkin exterminator is called. They are able to source and validate where the infestation originates, therefore that resident should be responsible for payment. In 2015, over $2,700 was spent on extermination services for bed bugs. When Orkin comes in, they do all four apartments; they can’t just do one. It is an upheaval for the residents that don’t have a problem and it is money that she would rather spend somewhere else. Attorney Ray Rizzio, THA General Counsel was called upon for his expertise in this matter. Discussion was held regarding the circumstances where this would be imposed. It would not cover things like food spoilage or the covered spraying for bugs such as ants, spiders or termites. Anything the maintenance men can handle would not be included. However, unkempt apartments or something brought in from the outside that causes a problem would be the tenant’s responsibility. This would be spelled out in the new lease. A payment plan can be agreed upon should that be necessary.

Mrs. Kopchik made a motion that the Trumbull Housing Authority units will be delivered to the tenants in a sanitized condition and the tenant will affirm the same at the acceptance of the unit. The tenant will be responsible for the cost of extermination for any future infestations discovered by the landlord that is not normally covered within the daily maintenance of the Trumbull Housing Authority Maintenance people. Seconded by Mrs. Donofrio and approved unanimously.

**Adjournment**

Motion was made by Mrs. Kopchik, seconded by Mrs. Fatse, to adjourn the meeting at 4:24 pm.

Respectfully submitted,

Barbara Crandall

Clerk

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