

**TOWN OF HEBRON
HEBRON HOUSING AUTHORITY
APRIL 23, 2010 SPECIAL MEETING
VILLAGE ROOM, BUILDING D, STONECROFT**

2010 MAY -5 P 3:09
Cathy E. Daniw
HEBRON TOWN CLERK

RECEIVED

Members Present: F.O'Sullivan, R.Jones, T.Bouchard, P.Christie
Management Agency: C.Daniw
Guests Present: Marge Caton (Tenant)

Chairman, F.O'Sullivan called the special meeting of the Hebron Housing Authority to order at 9:35 a.m.

Adoption of Minutes: (January 7, 2010)

B.Jones moved to approve the January 7, 2010 minutes as presented. P.Christie seconded the motion and it passed unanimously.

P.Christie moved to approve the March 4, 2010 minutes as presented. R.Jones seconded and the motion passed unanimously.

OLD BUSINESS

a) Landscaping Bids

The Commission reviewed landscaping bids from the following companies: SRJ Landscaping, Frenchy's, Alan's Landscaping and Baldi's Landscaping. It was suggested that for future bids to have each company use the sheet provided by Stonecroft to accompany their bids.

R.Jones moved to accept the bid from Alan's Landscaping, Kensington, CT as presented. T.Bouchard seconded the motion and it carried.

New Business

a) Budget

C.Daniw presented the proposed budget for fiscal year 2010/2011. It was reviewed by line items. C.Daniw explained the reason for no increase in the base rent was due to DECD not authorizing any new RAP to be administered. It was also noted that RAP has been decreased by \$2,000 this year.

R.Jones moved and P.Christie seconded the motion to accept the 2010/2011 budget as presented. The motion carried.

b) Cable T.V.

C.Daniw reported that Mike Robare from Comcast informed her that Stonecroft will have to pay for services totaling \$65.00 per month for basic and expanded (for the Village Room Television). Roger will do the installation. It was suggested to keep an eye out for a TV. counsel at the consignment shops.

A brief discussion followed regarding the outside door to the Village Room cannot be locked, therefore a new T-bar may be needed. lock smith be contact P.Christie moved and T.Bouchard seconded a motion to authorize C.Daniw to check with a locksmith to see if the door can be fixed and if so to fix it.. The motion unanimously passed.

It was recommended to have keys made for everyone and send a letter out to the tenants informing them of this change.

Tenant Concerns:

It was reported to replace the lampshade on the light pole located outside of F building. It was also noted that the building hasn't been washed since 2008. C.Daniw will take care of these two items.

M.Caton addressed the commission with the following concerns. The Fire Alarm went off in building E. There was some confusion among the tenants as to what the standard procedure is for the Fire Department monitoring. She recommended that information be posted for each of the units that briefly explain how the two different systems work. It was also noted that residents should not come out into the hallways or out into the parking lot in only their undergarments.

C.Daniw stated that she plans to have a safety fire drill with the local fire department. It was suggested that each of the tenants have a plan in place in the event of fire alarm going off.

It was also mentioned that a tree had been planted in one of the former tenant's memory, which has long since died and needs to be taken down.

Another concern mentioned was the need for a new close line.

Adjourn

The meeting adjourned at 10:55 a.m.

It was agreed to cancel the May meeting.

The next meeting is scheduled for June 3, 2010.


Sandra J. Kamis
Board Clerk