

COVENTRY HOUSING AUTHORITY MINUTES JULY 20, 2011

The Chairman, Robert DiPadua, called the meeting to order at 4:30 and the following commissioners were present: Paul Pasch, Rosalie Jalbert, Rebecca Parenteau, and Maurice DeGraide. Julie Leddy, Executive Director and Arthur Capaldi, Legal Counsel were also present.

MINUTES:

Motion was made by Commissioner Jalbert and seconded by Commissioner DeGraide to approve the minutes of the June 15, 2011 meeting as presented. Motion carried with all in favor.

TREASURER'S REPORT:

After review of expenditures, motion was made by Commissioner DeGraide and seconded by Commissioner Parenteau to approve the Treasurer's Report as submitted. Motion carried with all in favor.

EXECUTIVE DIRECTOR'S REPORT:

Public Housing Subsidy: Julie reported that Congress enacted a .2% cut across the board, which amounts to approximately a 95.6% proration of HUD's estimate of eligibility for CY 2011. HUD has also changed the operating subsidy processing and held a conference call on the new system on June 23rd. They indicated that they would have final subsidy calculations performed by September 30th. The Housing Authority only budgeted to receive 95% of the 2010 eligibility and should end up with a surplus in subsidy.

HAP Funding: CY 2011 funding is based on the FFY 2010 HAP expenses. According to Julie, the Housing Authority is getting 100% of what she expected to receive so the vouchers will be kept at 100%.

Julie anticipated to receive \$163,000 per month and will actually receive \$164,622 per month for 2011. Additionally, Congress set aside funding for additional renewal funding costs. Coventry was eligible to apply for two circumstances; 1) increase in voucher utilization for the last quarter of CY 2010, and 2) increased portability costs.

Admin Fees: Coventry, as well as other authorities, will be funded at approximately 80 — 85% for 2011. The 2011 budget anticipates receiving fees at 87% with a \$10,000 allowance in non-routine and producing a net income of \$18,000. Therefore, the Authority will be able to absorb the fee reductions for CY 2011. Additionally, a reserve of \$96,000 will be maintained.

Capital Fund: Coventry has just received notification of the 2011 Capital Fund award in the amount of \$209,733. A 20% reduction was anticipated, however a 5% bonus was awarded due to the fact that Coventry is a high performing agency; therefore the net loss was 15% in the Capital Fund.

Retreat: Julie suggested October as a time for the annual retreat at Alton Jones. She will look into the possibility of the 12th, as the last Saturday date did not work out well.

HUD REAC Inspections: HUD postponed all scheduled REAC inspections on June 27th. However, staff is continuing with REAC scheduled work and Julie has just been informed that the inspection has been rescheduled for October 17th and 18th.

Construction Update:

a) NRT Sidewalks/Paving: Hartford Paving has been at the site and

the work on the roadway is finished. They will be back on Friday to restripe. Closeout should be early August.

b) Weatherization work — NRT: There are 1-1/2 buildings to complete for windows and water-saving devices. Additionally, thermostats are on order and should be in within ten days. All work should wrap up by the second week of August.

c) Installation of security cameras at front entrances of all residential buildings at KOV and JOH is complete and the check has been cut by the State for Coventry's Housing Grant award.

The Authority has received several phone calls of appreciation from residents at North Road Terrace for the new windows and insulation work, which make the buildings more quiet, and from Knotty Oak Village residents for the new planting beds in front of the buildings.

There will be a Tenant Breakfast meeting for KOV and JOH on July 26th and at NRT on August 2" to regroup with the residents following most of the construction work and to recap the work that has taken place, discuss HUD's budget talks and to talk about capital needs that the residents see.

Julie included in today's packet a personal note sent to Deirdre that provides a nice testimony to the difference she continues to make in resident's lives. Also included are the PHARI minutes from the last meeting.

MAINTENANCE REPORT:

According to Julie, maintenance is really doing a fantastic job with the REAC inspection protocol and how buildings are looked at. Because there have not been many turnovers, a lot has been

accomplished,

HOUSING REPORT:

RESIDENT SERVICE COORDINATOR:

Julie informed the board that Portsmouth Housing Authority just hired someone for this position and Deirdre's information was given to them to help them get the program started.

FAMILY SELF-SUFFICIENCY:

The grant was just submitted the FY 2011 NOFA for the FSS Coordinator.

The Molar Express, which was held on July 27th and 28th, was a success. All participants had exams and x-rays and a few had fillings. This program is for ages 21 and under. Chairman DiPadua questioned whether a program like this one exists for the elderly.

COMMITTEE REPORTS:

Julie reports that she is still waiting for the designs from Crossman Engineering so estimated costs can be completed for the three phases.

UNFINISHED BUSINESS:

A) Sewer Easement: (remains tabled).

B) Emergency Response Systems: (tabled) Motion was made by Commissioner Pasch and seconded by Commissioner DeGraide to remove this from the table for discussion. Motion carried with all in favor. Commissioner Pasch stated that he feels that if the Housing Authority chooses to allow this and to develop a policy, it should be predicated on a doctor's note. Commissioner Jalbert stated that in

her experience, there wouldn't be a lot of people involved because it usually happens when people go home from a nursing home. A physician or VNA or a physical therapist recommends the service. Julie stated that she feels this service complements what is already being done at the Authority. The policy would be announced to the residents if implemented. Commissioner Jalbert said that currently emergency response systems couldn't be used with a wireless system; they need to have a landline Motion was made by Commissioner Pasch and seconded by Commissioner DeGraide to establish a policy to allow a medical deduction for a personal response system subject to a doctor's note. Motion carried with all in favor except for Commissioner Jalbert, who abstained because she is employed in the field,

NEW BUSINESS:

A) Resolution 2011-05; ACC Amendment #18, Capital Fund: Resolution 2011-05, introduced by Chairman DiPadua; read in full and considered: Resolved that the Coventry Housing Authority execute ACC Amendment #18 for the acceptance of 2011

capital funds in the amount of \$209,733.00. Commissioner Pasch moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Jalbert. All commissioners were polled and all voted aye.

OPEN DISCUSSION:

Commissioner Pasch stated that when he was in Washington, the big topic was budget cuts. One of the speakers said it was appalling that

Housing Authorities did not object to the reductions in admin fees. The speaker felt that the biggest problem could come for next year and when it comes up again, Housing Authorities need to make noise. Commissioner Pasch suggested that Julie draft a letter to all congressmen stating that we object to these cuts. Julie will do two letters, one from the director and one from each board member. There being no further business to discuss, motion was made by Commissioner Jalbert and seconded by Commissioner DeGraide to adjourn. Motion carried with all in favor.