

The Bloomfield Housing Authority  
C/O 156 Bloomfield Avenue  
Windsor, CT 06095  
July 11, 2016

The Commissioner of the Housing Authority of the Town of Bloomfield met for a regular meeting on Monday, July 11, 2016, at Bloomfield Town Hall in Conference Room 2.

Present: Commissioner Berman, Commissioner Colman, Commissioner Schulman, Commissioner Fernandez

Absent: Commissioner Politis

Excused: N/A

Managing Agent Present: Jermika Williams and Shelly McDougall

**1. Call to Order:** Commissioner Berman called the meeting to order at 7:01 pm.

**2. Minute Approval-** June 6, 2016 Regular Meeting

a. Motion to approve minutes by Commissioner Berman. Seconded by Commissioner Fernandez. Unanimous decision.

**3. Financial Reports - May 2016**

- A. General Account Ledger
- B. Tenant Accounts Reports
- C. Budget to Actual
- D. Summary of Accounts
- E. Check Signing

**4. Consultant's Report – July 2016**

***Maintenance Items:***

- 3 Dale Ave had an inspection on June 27, 2016. The screen door that was damaged was charged along with a few nominal damage. Some corrective cleaning actions were required and a follow up inspection will occur.
- Commissioner Berman also made a visit to 3 Dale Ave and found less than satisfactory living conditions posing a fire hazard. Contact will be made to respective social worker from DCF. Commissioner Schulman, will be notified of contact information. She will pursue.

**Financial Items:**

- N/A

**Residential Items:**

- 3 Dale has a poison ivy issue in the backyard. A company is being sought to properly address the overgrowth of poison ivy.
- Resident/ tenant, Crystal Shazel- 422 Park Ave joined the Advisory Board meeting. Reported tree is coming down in driveway and lawn care /mowing to be done on a weekly basis not biweekly.

**5. Old Business:**

- A. Capital plan project
  - i. A clerk of the works has been hired to oversee all capital plan projects. All projects are still in line to be completed by July 31, 2016.
  - ii. Significant change order contingency \$3000 (used for Tunxis) no problem with overage.
  - iii. Marguerite encroachment to be done.
- B. Administration plan monthly review
  - i. Chapter 5 and 6 still need to be completed for this month's review. Jermika Williams will obtain your notes and suggestions from last month's chapters.
- C. 1190 Blue Hills Ave status
  - i. We have asked Belfor Restoration Services to clean out and re-secure 1190 Blue Hills Ave in preparation for the "as is" sale.
- D. New home purchases- 233 Woodland Ave.
  - o Let's discuss the status of 233 Woodland Avenues purchase.
  - o 31 Lincoln Terrace did not work out.
  - o Survey needed for new property purchase. Jermika Williams discussed with John Demelia.
  - o Jackie requires a title insurance document to be signed.
- E. HUD funding holds
  - o HUD has released operating funds through for 01/16- 08/16. The funds are almost ½ of what we generally get. HUD is investigating why such a drastic reduction in funding. Capital funds of about \$60,000 are fully accessible and are being drawn to cover the capital projects.
  - o HUD drawdown is good for 6 months.

**6. New Business:**

- N/A.

**7. Adjournment:**

Commissioner Berman made a motion to postpone Board meeting for the month of August and resume on September 12, 2016. Commissioner Colman seconded. All are in favor.

Commissioner Berman made a motion to adjourn the Bloomfield Housing Authority meeting at 7:31 p.m., seconded by Commissioner Schulman and the meeting was adjourned.

Respectfully Submitted,

Ethnie Simpson  
Recording Secretary

