

Minutes
Housing Authority of the Town of Darien
Special Meeting - September 22, 2013

A Special Meeting of the Commissioners of the Darien Housing Authority was called to order at 6:30 p.m. on Tuesday, September 22, 2013 in the Community Room at Old Town Hall Houses.

Present were Commissioners Jan Raymond, Cyndy Ashburne, and Allen Delaney. Absent were Joe Warren and Peter Bieglow. Also present were Arthur Anderson and the new Property Manager, Nichole Jefferson.

The Minutes of the regular meeting of July 23, 2013 were accepted as submitted by a motion from Allen Delaney. Without objection, the Minutes were approved.

Paid Bill Reports - The Paid Bills Reports were accepted by a motion by Allen Delaney. The Paid Bills through September 20, were accepted as submitted by a motion by Allen Delaney.

Property Manager Report - The Heights - Nichole Jefferson reported that The Heights had leased a 2-bedroom unit on September 17, leaving four 2-bedroom units remaining to be leased. The perspective tenant files for the remaining four units have been submitted for review.

Old Town Hall Houses - Currently, there is one vacant unit. New carpeting in the unit is scheduled for installa

Redevelopment - The RTM of the Town of Darien has approved the \$250,000.00 loan, that was previously approved by the Town. The State bond commission meets on Wednesday, September 23, 2013, and is expected to approve a \$200,000.00 grant to the Darien Housing Authority for the improvement of their property at 216 and 218 West Ave. In addition, we will request a rent subsidy for one of the houses since the tenant will be in need.

The construction of Phase III of The Heights is on schedule, yet the winter weather could affect its progress. The objective is to have all buildings weather tight prior to any inclement weather to remain on schedule.

The new office at The Heights is in the process of installing new computers and a new telephone system. Jan Raymond announced that Nichole Jefferson, Property Manager and Patti Santorella have been relocated to The Heights property, and the telephone number remain the same. The office of the Darien Housing Authority has not officially moved.

Allen O'Neill Association - The tenants would like to extend their thanks to Viking Construction for the "welcome" gift that was delivered to their door step.

Allen Delaney reported on the ceremony of the presentation of the a new Gettysburg tree. The original Gettysburg tree was mismarked and accidentality cut down during the construction of The Heights. Linda Schwartz, Commissioner of Veterans Affairs for the State of Connecticut, presented three saplings to the town. Nielsen's Florist will be overseeing the maturity of the saplings until they are of size to be planted. One of the saplings will be planted at The Heights, one at the Police Department, and the location for the third sapling is yet to be determined. The sapling, when planted, will represent the connection of the property that is now The Heights, to the Civil War veterans. The memorial setting of the Gettysburg tree will become a place that is well noted, and where people can visit.

Senior Association - It was requested that possibly the third sapling could be planted at Old Town Hall Houses. That request was tabled until the sapling is ready for planting, which is not expected to be until next year. It was also requested to have the windows washed. Since winter is approaching, the request for bids was tabled until Spring, 2014. Maintenance of the heat pump units need to be scheduled. Filters need to be washed. Also a contract for preventive maintenance for each unit should be sent to bid.

The meeting was adjourned at 6:55 p.m.