

November 8, 2022

The Regular Meeting of the Housing Authority of the Town of Springfield was held at the Westview Community Room at 8:10 A.M.

(A) Roll Call: Present were Mr. Peter Andrews, Jeff Perkins, Walter Jabs, Jessica Martin and Dan Harrington (via phone)

Staff: Laura Ryan

Guests: none

(B) Minutes: The minutes from the October 11, 2022 regular meeting were approved without change.

(C) Financial Report: The financial reports will be distributed via email.

(D) Old Business:

(1) Woolson Block: Laura attended an Evernorth conference to gain better understanding of the heating system – learning some potential issues to be aware of. Only commercial space #41 remains vacant at this time. Springfield on the Move will be using it for the “Downtown Holiday” event and Beyond the Unicorn Craft Fair may decorate for the holiday season.

(2) Capital Projects –

- a. The Huber HVAC project should begin in the next 4-5 weeks. We will be relocating the two residents whose units will be most heavily impacted. A resident meeting was held for all the other residents, as the project will cause some disruptions.
- b. The Whitcomb Terraced Garden – we are still investigating potential grants.
- c. Mountain View EV chargers – we are in the process of getting quotes for the work.

(3) 39 Summit Ave. – We have closed on the property. Laura met with RVTC who are excited to collaborate on the project.

(4) Employee Health Insurance – In light of the large increase this year, Laura & Peter were charged with presenting an alternative to the board. The alternative presented, to be in effect for family plans beginning 1/2023 and other plans effective 1/2024 was to:

- a. Set a fixed value for the buy-out, independent of premiums annually.
- b. Leave coverage as current for single person plans.
- c. For all other plans, have the employee begin paying 5% of the premium; and SHA would pay 50% of the deductible.

This is a move away from the current defined contribution plan, but helps with the cost burden put on employees needing a family plan. Jessica Martin moved to approve the plan as presented. Walter Jabs seconded the motion. All were in favor.

(E) New Business:

1) Request for Donations --

- (a) Garden Club -- Festival of Trees -- \$300
- (b) New -- Evernorth scholarship fund -- \$250
- (c) Santa Claus Club -- \$300
- (d) Springfield Hospital -- \$150
- (e) Springfield Family Center -- \$100
- (f) SEVCA -- \$250
- (g) Foster / Adoptive Parents Association -- \$100
- (h) Chamber of Commerce -- Light a Pole -- \$50

2) Other Business:

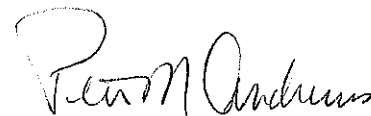
- a. Elevator RFP -- due to increasing fees, Laura has issued a RFP for this service.
- b. Snow removal, Mountain View -- bids for snow removal at the project came in higher than anticipated. Laura met with maintenance to discuss options and they requested replacing the current truck with a used, heavier duty truck and v-plow. The board agreed that this could be a viable option and Laura will work with maintenance on this asset replacement.
- c. Renaming the "High Street" Apartments. As the building was a gift from Simone Goldberg, it was decided that the building will be renamed the Goldberg Building and a plaque memorializing the gift will be placed.
- d. HUD 5-year plan -- due to both internal, and HUD oversights, the 5-year plan was not done in 2020. Laura will be beginning the planning process now.
- e. Gift for 25-year employee -- Laura was directed to purchase a gift for Amy Horton in appreciation of 25 years of service to SHA.
- f. Development opportunities --
 - i. Mountain View (Southridge St.) -- Dufresne Group has been contracted to create a plan for potential development. Laura contacted the school district about either purchasing or obtaining a right of way for their .9 acre lot between the two properties. The superintendent of schools indicated that she will bring it to the school board.
 - ii. Maples (South St. property) -- Part of the Rural Development application to partially release the property from restrictions requires that the lot be surveyed and a draft of the deed be submitted. Laura contacted a surveyor to complete this portion.

(F) Adjournment: The meeting adjourned at 9:25 A.M. The next meeting will be held January 10th at the Westview Office.

Respectfully submitted,



Laura Ryan
Secretary to the Board &
Executive Director



Peter Andrews
Chairman
Springfield Housing Authority