

MORRIS HOUSING AUTHORITY  
SPECIAL MEETING FEBRUARY 15, 2021  
Remote Meeting by Live Internet Video Stream and Telephone

Called to order at 7:03 PM by Mark Halloran

Commissioners present: Mark Halloran, Denise Weik, Eugene Savickas, and Executive Director Jim Simoncelli Jr.

Commissioners absent: Jim Lafreniere, Susan Herrington

Others present: Gwen Burgess from CGT Financial Services

Tenants present: No tenant were present

**Reading and Approval of Minutes**

Motion made by Denise Weik to accept the minutes from Special Meeting on October , 2020 as presented. Motion seconded by Eugene Savickas. Motion passed.

**Bills and Communications**

Nothing to report at this time.

**Report of the Executive Director**

Jim Simoncelli Jr. stated that the CHFA (Connecticut Housing Finance Authority) Asset Manger assigned to the Morris Housing Authority has changed.

Jim Simoncelli Jr. reported that all units at Eldridge are occupied.

Jim Simoncelli Jr. stated that he has distributed Re-certification envelopes and residents need to return the required information to the MHA office by February 28, 2021.

Jim Simoncelli Jr. reported that he conducted a Public Hearing on February 5, 2021 regarding the proposed base rent increase. The Public Hearing was held via remote meeting by live internet video stream and telephone and was the forum where residents could express concerns with the proposed base rent increase. No residents submitted concerns in writing (prior to the Public Hearing) or brough concerns up at the Public Hearing.

Jim Simoncelli Jr. brought up a concern by multiple residents over the parking at Eldridge. This concern is regarding "assigned parking". Jim Jr. continues by stating that the MHA policy currently states that there is no assigned parking. Jim Jr. will send letters to the residents reminding them that there is no assigned parking at Eldridge.

**Report of Committees**

Nothing to report at this time

**Unfinished Business**

- a. MHA Dwelling Unit Lease – Nothing to report at this time.
- b. Eversource Incentive Program – Nothing to report at this time.

- c. Housing Authority Small Improvement Program (HASIP) – Jim Jr. stated that the MHA has received a HASIP check in the amount of \$14,603.75. This is matching funds from the Eversource Incentive that will cover the cost of surveillance cameras, new doorbells & door viewers, new common area appliances, new maintenance shed. The surveillance cameras have been scheduled to be installed in early March and the new appliances have been ordered. The doorbells and door viewers and maintenance shed will be organized soon.

### **New Business**

- a. Town of Morris Housing Plan – Jocelyn Ayer presented some information regarding the Housing Plan for the Town of Morris. Jocelyn presented PowerPoint slides on the Town Affordable Housing Plan (see attached). The slides reviewed what the Housing Plan is by reviewing the affordable housing in Morris, cost burdened households, housing goals and strategies, and upcoming webinars and community forum on the Housing Plan. Jocelyn also reviewed the next steps the Morris Housing Authority can take to be part of the Housing Plan.
- b. Resident Manual – Jim Simoncelli Jr. stated that he is working on the resident manual and a draft should be ready sometime in the late spring/summer.
- c. Financial Report – Period Ending 12/31/20
  - a. State Report – Ending December 31, 2021  
Gwen Burgess from CGT Financial Services and Jim Simoncelli presented the Financial Statement ending 12/31/20 which is a required report submitted to the Connecticut Housing Finance Authority. Reports reviewed were Budget vs. Actual FY2020 and the Balance Sheet (see attached). After brief discussion, motion made by Denise Weik to accept the Financial Statements for period ending Dec 31, 2020 as presented. Motion seconded by Eugene Savickas. Motion passed.

### **Executive Session**

Executive Session was not entered.

Motion made by Denise Weik to adjourn meeting. Motion seconded by Eugene Savickas. Motion passed. Meeting adjourned at 8:50 PM.

Respectfully submitted,

Jim Simoncelli Jr.  
Executive Director  
Morris Housing Authority

# TOWN AFFORDABLE HOUSING PLAN

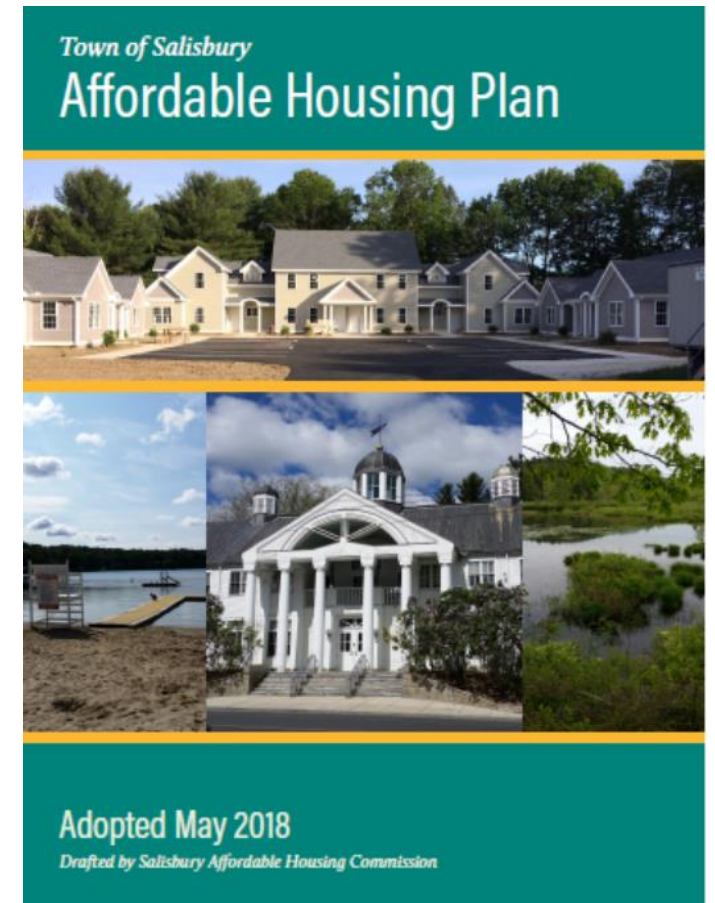
MORRIS, CT



# TOWN AFFORDABLE HOUSING PLAN

## WHAT'S INCLUDED?

- Purpose of Plan
  - Goal, process, steering committee
- Background
  - Town Plan, local housing organization, existing AH
- Housing Needs Assessment Summary
  - First-time homebuyers, workforce rentals, seniors
- Mapping
- Housing Production Goals
- Strategies
  - Zoning
  - Capacity Building
  - Funding resources
- Implementation Plan



# PROCESS

Housing Needs  
Assessment

Survey

Mapping

Develop draft  
Goals &  
Strategies

Public Input  
Sessions

Draft Housing  
Plan

Public  
Input/Revisions

Adoption  
Process

- **GOAL:** The goal of this process is “to undertake a proactive Planning process and lay out a strategy for meeting the housing needs of existing and future residents and workers” as required by Section 8-30j of the Connecticut General Statutes (CGS).
- Town Steering Committee provides input and feedback at each step in the process
- Endorsed by Planning Commission; Adopted by BOS

# WHAT IS AFFORDABLE HOUSING?

## Definition of affordable housing:

Costs less than 30% of the income of a household earning 80% or less of the area median income (AMI).

Incomes adjusted annually and by household size.

## What qualifies for State's Affordable Housing Appeals list?

Meets the criteria above + is being “assisted” by a state or federal program which assures the affordability remains in place

	Household Size				
	1 person	2 people	3 people	4 people	5 people
80% of AMI (2020)	\$ 57,456	\$ 65,664	\$ 73,872	\$ 82,080	\$88,646

## Monthly Housing Cost Limits (Rent/Mortgage + Utilities)

80% of AMI (2020)	\$ 1,436	\$ 1,642	\$ 1,847	\$ 2,052	\$ 2,216

# CURRENT STOCK OF “AFFORDABLE HOUSING” NWCT (2019)\*

Town	# of units	% affordable
Barkhamsted	26	1.64%
Burlington	71	2.10%
Canaan	10	1.28%
Cornwall	33	3.28%
Goshen	5	0.30%
Harwinton	59	2.59%
Kent	67	4.02%
Litchfield	186	4.68%

\* Source: CT Department of Housing; Affordable Housing Appeals List

Town	# of units	% affordable
Morris	31	2.36%
Norfolk	27	2.79%
New Hartford	88	3.01%
Salisbury	42	1.62%
Sharon	35	1.97%
Roxbury	24	2.06%
Torrington	1,869	11.15%
Winchester	607	10.81%
Warren	1	0.12%
Washington	44	2.07%

## 2019 AFFORDABLE HOUSING APPEALS LIST

TOWN	Total Housing Units 2010 Census	Government Assisted	Tenant Rental Assistance	Single Family CHFA/ USDA Mortgages	Deed Restricted Units	Total Assisted Units	Percent Affordable
Morris	1,314	20	4	7	0	31	2.36%
Litchfield	3,975	140	2	25	19	186	4.68%
Washington	2,124	14	3	4	23	44	2.07%
Warren	811	0	0	1	0	1	0.12%
Bethlehem	1,575	24	1	9	0	34	2.16%



# UPDATED WAITING LISTS IN NWCT

- **508 households** on these (smaller town- RHC members) waiting lists;
  - **245 senior households** on waiting lists- many of these **wait 5+ years**
- **Eldridge Senior Housing in Morris (20 units)**
  - 20 seniors on waiting list
  - 3-4 year wait; 1-unit might turn over per year
  - Over 90 seniors on waiting list between Eldridge, Wells Run, and Bantam Falls

WAITING LIST INFORMATION				
Town	Project Address	How Many People on Waiting List?	Average Wait Time	Average Turnover- one year
Cornwall	Kugeman Village 256 Kent Road	18	2+ years	2 in 2018, 1 in 2019, 1 in 2020
Cornwall	Bonney Brook 33 Kent Road	10	2+ years	1 per year
Kent	Stuart Farm Apts 15 Maple St. Ext	16		1 per year
Kent	South Common 22 South Commons Rd	22		1 per year
Kent	Templeton Farms 16 Swifts Lane	49	5-6 years	1 per year
Litchfield	Tannery Brook Cooperative Tannery Brook Rd	5- 4 new inquiries	1+ years	0 2020; 4 2019
Litchfield	48 Torrington Rd 48 Torrington Rd	12	2+ years	2 2020; 1 2019
Litchfield	Northfield Fire House 12 Main St., Northfield	1	2+ years	2 2020; 1 2019
Norfolk	Meadowbrook 9 Shepard Rd	12	8 mos-1 year	less than 1
Norfolk	Town Center Project 29-33 Greenwoods Rd, 2 Shepard Rd.	10	oldest app March 2018	3 since 2018
Salisbury	Sarum Village 34 Cobble Road	42	oldest app from Sept. 2018	6 since 2018
Salisbury	Sarum Village II	10	oldest app from August 2017	4 since Jan 2018
Washington	Dodge Farm 16 Brinsmade Rd	2		
Washington	16 Church St. Apts 16 Church St	3		

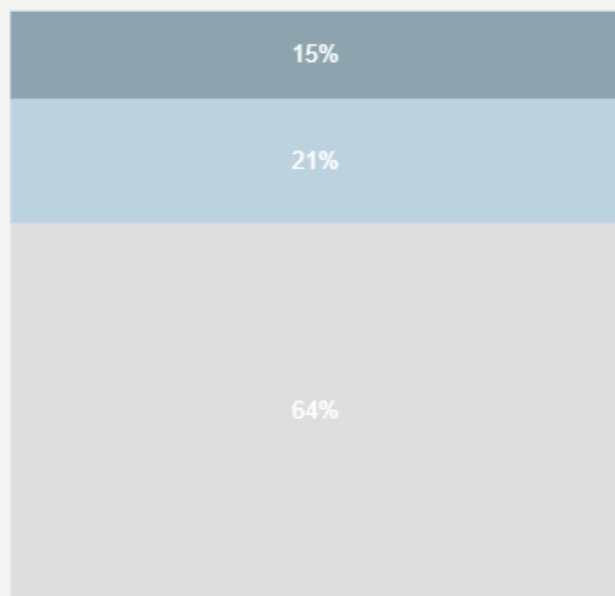
# COST BURDENED HOUSEHOLDS IN MORRIS

**268 total households:** 33% of renter households (46) and 36% of owner households (222) report being **housing cost burdened**.

## Homeowners, with mortgage

36% of homeowners (with mortgage) in Morris are cost-burdened.

Under 30%   30–50%   50% and over

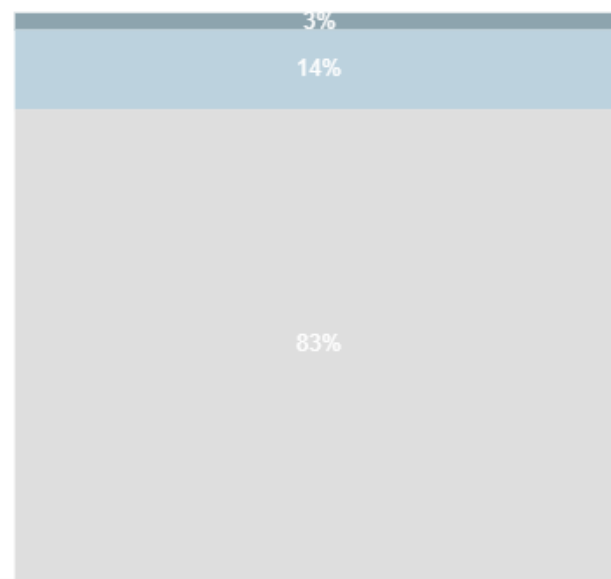


Morris

## Homeowners, without mortgage

17% of homeowners (no mortgage) in Morris are cost-burdened, that is, spend 30% or more of their income on housing costs.

Under 30%   30–50%   50% and over

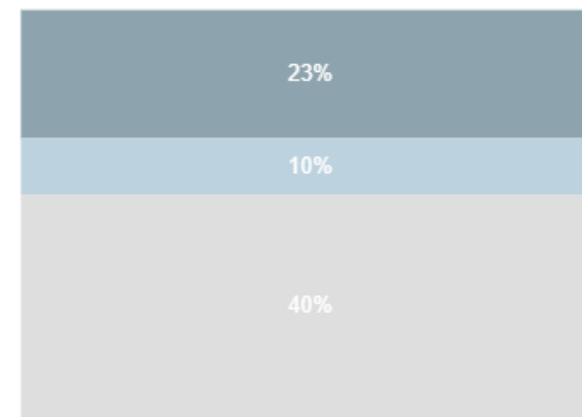


Morris

## Renters

34% of renters in Morris are cost-burdened, that is, spend 30% or more of their income on rent and associated costs.

Under 30%   30–50%   50% and over



Morris

# HOUSING GOALS & STRATEGIES IN TOWN PLAN OF CONSERVATION & DEVELOPMENT

*Town of Morris*  
*Plan of Conservation & Development*  
*2021-2031*



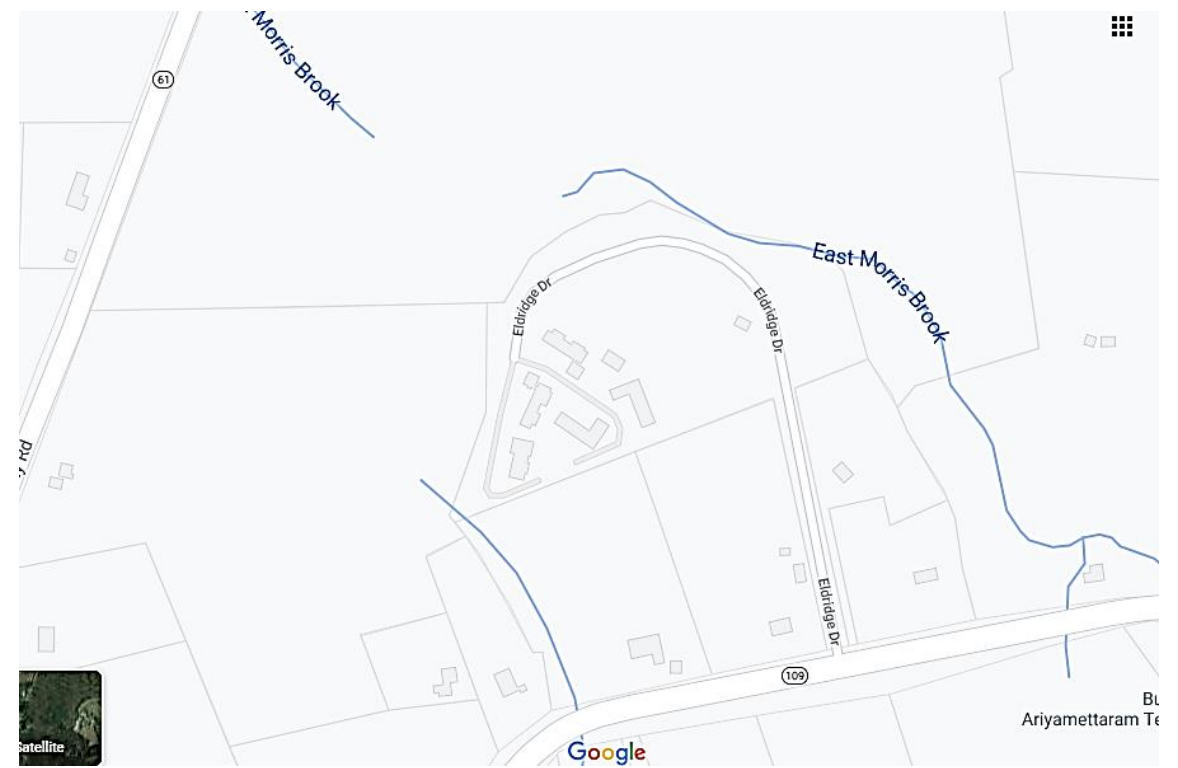
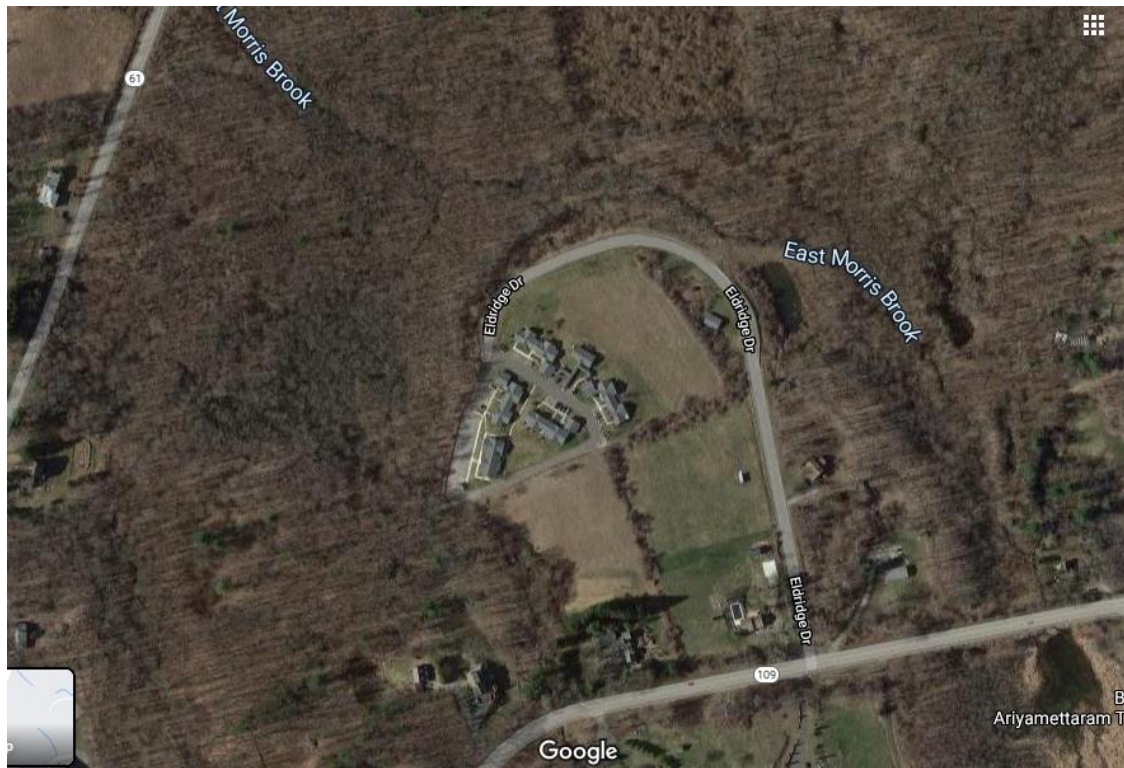
*Public hearing on Plan adoption will be held on February 3, 2021*

*Adopted by the Morris Planning & Zoning Commission on \_\_\_\_\_*

*Effective Date: \_\_\_\_\_*

Goal	Task	Responsible Lead	Partner
Increase housing options; especially for seniors and young families	Study possible expansion options at <b>Eldridge Senior Housing</b> .	Affordable Housing Plan committee	Housing Authority
	Increase the accessibility of Morris's existing housing stock by increasing resident awareness of guides on accessibility modifications including the <a href="#">AARP Home Fit guide</a> . Also, continue the home modification loan program for property owners who cannot afford to make needed accessibility modifications.	Senior Center Commission	BOS
	Consider facilitating the creation of a <b>new non-profit Morris Housing Trust organization</b> with local volunteers to facilitate the creation of downsizing options for seniors and housing options for young families.	BOS	NHCOG, NWCT Regional Housing Council
	Update zoning regulations as needed to allow "lifecare facilities" and active adult housing as described in the economic development section of this plan.	PZC	EDC
	Review the zoning regulations to allow more flexibility for the creation of <b>accessory apartments</b> including allowing them by-right or by site plan review rather than by special permit where appropriate.	PZC	NHCOG
Meet State requirement to have an adopted Affordable Housing Plan	Work towards adopting an <b>Affordable Housing Plan</b> for the Town in 2021 utilizing existing grant funding from the State.	BOS	PZC

# ELDRIDGE SENIOR HOUSING SITE



# UPCOMING HOUSING WEBINARS

## FOR NWCT'S SMALL TOWNS

- **How is Affordable Housing Funded in NWCT's small towns?**
  - Thursday, February 18<sup>th</sup> at 7pm via Zoom
  - Guest presenter: David Berto, President, Housing Enterprises
- **How much Affordable Housing Do we Need? What is our town's "fair share"?**
  - Wednesday, February 24<sup>th</sup> at 7pm via Zoom
  - Guest presenter: Sam Giffin, Policy and Data Analyst, Open Communities Alliance
- **Why Does Our Town's Housing Not Meet the Needs of Seniors and Young People?**
  - Thursday, March 4<sup>th</sup> at 7pm via Zoom
  - Guest presenter: Sean Ghio, Policy Director, Partnership for Strong Communities
- All webinars will be **recorded and available** from your Housing Plan project webpage, NHCOC's YouTube Channel, and anywhere else you wish to post them.

# PLANNING FOR 1<sup>ST</sup> COMMUNITY FORUM

## ON THE HOUSING PLAN

Morris Community Forum

### Why are we developing a Morris Affordable Housing Plan?

Please join us...

to hear more about the Housing Plan we are developing, get your questions answered, and provide any feedback you might have.

March 24 at 7-8:30 pm VIA Zoom (link info below)

#### AGENDA

- 1. Why are we developing a town affordable housing plan?**  
*Review why, who's on the steering committee, how do we define affordable housing (10 min)*  
*(Jocelyn or Tom?)*
- 2. What types of housing does Morris need?**  
*Review of Morris Housing Needs Data Analysis (10 min.)*  
*(Jocelyn Ayer, Northwest Hills Council of Governments)*
- 3. What do Morris residents and workers say about housing needs?**  
*Review summary results from Resident Housing needs survey (5 min)*  
*(Jocelyn can do this or someone else from the Committee- Jocelyn will prepare summary)*  
*Maybe Kristen could do this and also mention any housing needs she sees in her role with the town?*
- 4. Who owns, and manages the affordable housing we have now?**  
*Morris Housing Authority- overview of Eldridge Senior Housing (10 mi)*  
*(Jim Simoncelli, Morris Housing Authority?)*
- 5. Questions and Comments from Participants**  
*Participants can ask questions; we could do some interactive polling questions as well*
- 6. What are the next steps in the Housing Plan process? How can I get more information?**

- March 24<sup>th</sup> at 7pm
- Willing to attend/present?



# Morris Housing Authority

## BUDGET VS. ACTUALS: MHA 2020 BUDGET - FY20 P&L

January - December 2020

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
5120 Rent Revenue Base-Gross Potential(Tenant's Portion)	108,545.00	107,040.00	1,505.00	101.41 %
5120.1 Rental Income-Excess of Base	8,602.00	11,604.00	-3,002.00	74.13 %
5220 Apartments-Vacancy Loss	-3,025.00	-2,750.00	-275.00	110.00 %
5490 Revenue from Investments - Miscellaneous	43.15	16.00	27.15	269.69 %
5590 Other Income	10,176.44		10,176.44	
5910 Laundry & Vending Revenue	1,273.99	1,500.00	-226.01	84.93 %
5980 Grant Income	35,840.35	6,500.00	29,340.35	551.39 %
<b>Total Income</b>	<b>\$161,455.93</b>	<b>\$123,910.00</b>	<b>\$37,545.93</b>	<b>130.30 %</b>
<b>GROSS PROFIT</b>	<b>\$161,455.93</b>	<b>\$123,910.00</b>	<b>\$37,545.93</b>	<b>130.30 %</b>
<b>Expenses</b>				
6203 Conventions & Meetings		500.00	-500.00	
6210 Advertising/Promotional		500.00	-500.00	
6310 Salaries - Office	4,154.00	4,000.00	154.00	103.85 %
6310.5 Salaries- Office Covid	124.00		124.00	
<b>Total 6310 Salaries - Office</b>	<b>4,278.00</b>	<b>4,000.00</b>	<b>278.00</b>	<b>106.95 %</b>
6310.1 RSC DOH Grants Only	6,475.00	6,500.00	-25.00	99.62 %
6315 Office Supplies	956.11	1,000.00	-43.89	95.61 %
6330 Manager or Superintendent Salaries	20,500.22	20,500.00	0.22	100.00 %
6340 Legal Expense (Project)	980.50	1,500.00	-519.50	65.37 %
6351 Bookkeeping Fees/Accounting Services	12,435.00	12,000.00	435.00	103.63 %
6350 Audit Expense	2,500.00	2,250.00	250.00	111.11 %
<b>Total 6351 Bookkeeping Fees/Accounting Services</b>	<b>14,935.00</b>	<b>14,250.00</b>	<b>685.00</b>	<b>104.81 %</b>
6360 Telephone	1,329.18	1,000.00	329.18	132.92 %
6390 Miscellaneous Administrative Expenses	2,862.17	3,300.00	-437.83	86.73 %
6450 Electricity	8,812.57	11,000.00	-2,187.43	80.11 %
6451 Propane	361.38		361.38	
<b>Total 6450 Electricity</b>	<b>9,173.95</b>	<b>11,000.00</b>	<b>-1,826.05</b>	<b>83.40 %</b>
6454 Cable Television	2,199.20	2,200.00	-0.80	99.96 %
6525 Garbage & Trash Removal	3,217.08	3,240.00	-22.92	99.29 %
6537 Grounds Contracts	8,325.00	8,400.00	-75.00	99.11 %
6540 Repairs Payroll	5,462.75	7,040.00	-1,577.25	77.60 %
6541 Repairs Material	3,352.17	3,300.00	52.17	101.58 %
6542 Repairs Contracts	12,963.98	8,800.00	4,163.98	147.32 %
6548 Snow Removal	8,000.00	10,000.00	-2,000.00	80.00 %
6711 Payroll Taxes (Project Share)	2,924.30	3,000.00	-75.70	97.48 %
6720 Property & Liability Insurance	6,172.48	6,060.00	112.48	101.86 %
6722 Worker's Compensation	2,177.65	1,752.00	425.65	124.30 %
6729 Other Insurance	611.00		611.00	
Food Panty	629.61		629.61	
<b>Total Expenses</b>	<b>\$117,525.35</b>	<b>\$117,842.00</b>	<b>\$ -316.65</b>	<b>99.73 %</b>

# Morris Housing Authority

## BUDGET VS. ACTUALS: MHA 2020 BUDGET - FY20 P&L

January - December 2020

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
NET OPERATING INCOME	<b>\$43,930.58</b>	<b>\$6,068.00</b>	<b>\$37,862.58</b>	<b>723.97 %</b>
Other Expenses				
Depreciation Expense	54,261.00		54,261.00	
<b>Total Other Expenses</b>	<b>\$54,261.00</b>	<b>\$0.00</b>	<b>\$54,261.00</b>	<b>0.00%</b>
NET OTHER INCOME	<b>\$ -54,261.00</b>	<b>\$0.00</b>	<b>\$ -54,261.00</b>	<b>0.00%</b>
NET INCOME	<b>\$ -10,330.42</b>	<b>\$6,068.00</b>	<b>\$ -16,398.42</b>	<b>-170.24 %</b>



# Morris Housing Authority

## BALANCE SHEET

As of December 31, 2020

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1110.1 Petty cash	50.00
1120 Thomaston-7717	17,285.17
1123.1 Investments STIF	13,155.62
1123.2 Thomaston #1099 (reserve)	10,746.84
<b>Total Bank Accounts</b>	<b>\$41,237.63</b>
Accounts Receivable	
1135 Accounts receivable	95.00
<b>Total Accounts Receivable</b>	<b>\$95.00</b>
Other Current Assets	
1134 RSC Receivable	6,450.00
<b>Total Other Current Assets</b>	<b>\$6,450.00</b>
<b>Total Current Assets</b>	<b>\$47,782.63</b>
Fixed Assets	
1495 Accumulated Depreciation	-1,589,286.00
Improvements	176,117.40
<b>Total Fixed Assets</b>	<b>\$ -1,413,168.60</b>
Other Assets	
1201 Prepaid Insurance	775.15
1405 Development Costs	1,985,161.06
1430 Furniture & Equip	42,317.66
<b>Total Other Assets</b>	<b>\$2,028,253.87</b>
<b>TOTAL ASSETS</b>	<b>\$662,867.90</b>

# Morris Housing Authority

## BALANCE SHEET

As of December 31, 2020

	TOTAL
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2110 Accounts payable	6,509.15
<b>Total Accounts Payable</b>	<b>\$6,509.15</b>
Other Current Liabilities	
2121 Payroll Liabilities	142.65
Pet Deposit	1,000.00
<b>Total Other Current Liabilities</b>	<b>\$1,142.65</b>
<b>Total Current Liabilities</b>	<b>\$7,651.80</b>
Long-Term Liabilities	
2110.1 A/P - Sundry	5,000.00
<b>Total Long-Term Liabilities</b>	<b>\$5,000.00</b>
<b>Total Liabilities</b>	<b>\$12,651.80</b>
Equity	
2830 Unapprop. Ret. Earn.	-1,407,327.54
2830.4 Retained Earn. - RM&R	7,227.16
3010 Unrestrict (retained earnings)	-111,789.87
3129 Val. of Fixed Assets	41,521.71
3134 Capital Grant - State	1,701,281.56
3136 Cap. Grant - Municipal	428,133.50
3137 Gift and Donations	1,500.00
Net Income	-10,330.42
<b>Total Equity</b>	<b>\$650,216.10</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$662,867.90</b>