

# Enfield Housing Authority

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*2019 Annual Report*



**William J. Ballard**, Chairman  
**Howard Coro, Jr.**, Vice Chair  
**Barbara Lawrence**, Treasurer/Commissioner  
**Mary Ellen Kuraska**, Commissioner  
**Mark Zarcaro**, Commissioner

**Scott C. Bertrand**, Executive Director

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## ENFIELD HOUSING AUTHORITY

January 08, 2020

On behalf of the Board of Commissioners, I am pleased to present the Annual Report for the Housing Authority of the Town of Enfield (EHA) for Fiscal Year Ending December 31, 2019. This past year has been a success due to the hard work and commitment by the commissioners and staff of the EHA. The Authority continues to be a high performing, sustainable and fiscally responsible agency. Our focus continues to be on implementing strategies to insure the long-term sustainability of our existing housing portfolio.

The pre-development activities for the redevelopment of Enfield Manor continued. We were successful in achieving local approvals from the Inland Wetland & Watercourses Agency, Historic District Commission and Planning and Zoning Commission. The design work continued and an at-risk construction management firm was procured. The proposed project includes the complete replacement of the existing 80 units with 99 new apartments that meet current design standards. It is anticipated that an application for Low Income Housing Tax Credit funding will be made late in 2020.

We updated our 20-year capital improvement plan for our existing housing portfolio. The plan includes phasing upgrades over multiple years which will keep the developments sustainable while minimizing the need for outside capital. The EHA also applied for and received approval for five additional HUD funded Veteran's Administration Supportive Housing Vouchers bringing our total capacity to ten.

During 2020 the EHA will endure challenges in the administration of the Federal Housing Choice Voucher Program (a.k.a. Section 8) as has been the case for many years. Funding needs are likely to exceed what will be allocated by HUD due to budget constraints by Congress. Painfully low administrative fee pro-rations will likely make it increasingly difficult for the EHA to administer the program and meet the complex program regulations. State of Connecticut budget deficits has also led to constraints to rental assistance for our elderly and disabled residents.

The EHA Board of Commissioners and staff remain committed to providing quality affordable housing opportunities despite the challenges that lay ahead. The EHA will continue to work diligently in 2020 with an emphasis on preserving these vital assets and seek opportunities to expand affordable housing opportunities.

Respectfully Submitted,

Scott C. Bertrand, Executive Director

## Mission Statement

*“It is the mission of the Housing Authority of the Town of Enfield to provide effective, sustainable and fiscally responsible housing programs in a manner which promotes safe, decent, sanitary, drug free and smoke free housing opportunities.”*

## Vision Statement

*“Five years from now, the EHA will be the local leader in affordable housing by developing and managing programs while forging partnerships that result in high performing, sustainable and fiscally responsible housing.”*

Adopted: January 14, 2013

# ORGANIZATIONAL SUMMARY

## Board of Commissioners

**William J. Ballard**, Chairman – *Serving since 1987*

**Howard Coro, Jr.**, Vice Chair – *Serving since 2012*

**Barbara Lawrence**, Treasurer – *Serving since 2013*

**Mary Ellen Kuraska**, Commissioner – *Serving Since 2009*

**Mark Zarcaro**, Commissioner – *Serving Since 2019*

## Housing Authority Staff

### Administration

**Scott C. Bertrand**, Executive Director

**Lori Reale**, Deputy Executive Director

### Housing Programs

**Shari Riddick**, Portfolio Manager

**Giovanna Bacile**, Housing Coordinator

**Christine Dolan-Kerr**, Resident Services Coordinator

**Diane Stolpinski**, Housing Coordinator

**Kevin Donahue**, Modernization Coordinator

**Marquea Smith**, Housing Coordinator

**Drew Martin**, Congregate Desk Attendant

**Angela Ahern**, Congregate Desk Attendant

**Jackie Edwin**, Office Support Specialist

**Scott Krane**, Mark Twain Dining Room Assistant

**Facilities**

**William DuFour, Facilities Manager**

**Christopher Ceglia, Maintenance Mechanic**

**Kadian Anglin, Maintenance Mechanic**

**Michael Fournier, Maintenance Laborer**



## ACTIVITIES

### Enfield Manor Predevelopment

The EHA continued the pre-development work for the redevelopment of Enfield Manor. The planning is possible with a \$300,000 grant from the State of Connecticut. During 2019 local approval was received from Enfield Planning and Zoning Commission. The EHA has added Enterprise Builders to our development team for construction management services. The design work is ongoing. The EHA will continue to engage the residents and other local stakeholders with the anticipation of making an application for funding late 2020.

### Planning

The EHA updated the Capital Improvement Plan for the EHA's housing portfolio. The plan keeps our housing stock on a sustainable trajectory for the next 20-year period.

### Appointments to the Board of Commissioners

Mary Ellen Kuraska was re-appointed by the Enfield Town Council to a five-year term. Ms. Kuraska has served on the EHA Board of Commissioners since 2009. Mark Zarcaro was appointed by the Town Council to fulfill the term of Eric Jorgensen.

### Capacity Building & Training

The EHA staff and commissioners continued to work towards building the authority's capacity to provide housing effectively and efficiently, thereby being prepared for future development/re-development opportunities and to keep our existing housing sustainable. This included, but was not limited to, training in areas such as; Policies & Procedures, Executive Management, Risk Management, Fair Housing & Reasonable Accommodations, and many other topics.

### Recognition

**Risk Management Awards** – Our continued focus on safety lead to receiving two risk management related awards from our insurer, HAI Group. The first was an Honorable Mention for the EHA's weekly maintenance training. The second was for low general liability losses for policy years 2015, 2016, & 2017 by maintaining an average loss ratio below 50% of premium.

### Housing Advocacy & Associations

The EHA continues to be committed to advocating for public and affordable housing. EHA Executive Director Scott Bertrand remains an active Executive Board member for the Connecticut Chapter of the National Association of Housing and Redevelopment Officials (CONN-NAHRO). He is a member of the Housing/Legislation and the Liaison Committees. Mr. Bertrand also serves on the HAI Group Board of Directors and is Chairman of the Insurance Solutions Committee and a member of Governance Committee. Member-owned and nationally recognized, HAI Group is known for pioneering public and affordable housing insurance.

EHA Portfolio Manager Shari Riddick, serves as an Executive Board member of the New England Regional Council of the National Association of Housing and Redevelopment Officials (NERC-NAHRO). She serves on the Professional Development, Scholarship, and Member Services Committees. Ms. Riddick also serves as a member of the CONN-NAHRO Membership Committee.

The EHA is also a member of both the National Association of Housing and Redevelopment Officials (NAHRO) and the Public Housing Administrators and Directors Association (PHADA).

## 2019 Resident Services Summary

The Enfield Housing Authority enhances our ability to provide a positive living environment through a commitment to resident services. This is achieved by dedicating a full-time staff member to work directly with our residents and also by organizing events and activities.

This past year, the EHA has assisted numerous residents with different services that they have needed. Below is a summary list of services that have been provided to our residents along with the approximate number of occasions that the services were needed:

Homemaking Service:	33
Home Health Aide:	28
Visiting Nurses:	7
Adult Day Care:	0
Community Meals:	12
Transportation Services:	121
Public Assistance Programs:	280
Mental Health Services:	56
Mediation/Facilitation Services:	30
Legal Services:	0
Medicare/Health Insurance:	63
Friendly Visitor/companion:	348
Socialization/Recreation:	188
Other Services:	587

(Please note that there are residents who received multiple services provided)

## Community Partnerships

The EHA continues to engage in both formal and informal local partnerships. These relationships help to maintain and improve the quality of life for the residents of Enfield.

**Bay Path College** – Bay Path College continues to provide free occupational therapy services to the residents of the Mark Twain Congregate Living Center. The internship program places entry level therapist students to provide Level I services each fall and Level II services each spring. Resident participation is voluntary and provided at no cost. The students gain valuable experience working directly with the senior population while the residents receive services to enhance their wellbeing. The EHA provides dedicated office and meeting space for the Bay Path staff and students.

**Town of Enfield Adult Day Center** – During 2019 the EHA continued to provide space for the Enfield Adult Day Center at the Mark Twain Congregate Living Center under a zero-rent long-term lease agreement where the Town of Enfield is responsible for the building which they originally constructed.





# FINANCIAL SUMMARY

## Annual Financial Audit

The Fiscal Year 2018 Audit Report was completed and filed as required. A full copy of the audited financial statements is available upon request at the EHA Office.

## STATEMENTS OF NET POSITION

<b>HOUSING AUTHORITY OF THE TOWN OF ENFIELD</b>	
<b>STATEMENT OF NET POSITION</b>	
<b>DECEMBER 31, 2018</b>	
<b>ASSETS</b>	
<b>Current Assets</b>	
Cash and cash equivalents	\$ 4,232,641
Restricted cash	146,265
Accounts receivable, net	114,525
Prepaid expenses and other current assets	<u>88,896</u>
<b>Total Current Assets</b>	<b><u>4,582,327</u></b>
<b>Noncurrent Assets</b>	
Capital assets, net of accumulated depreciation	<u>11,724,723</u>
<b>Total Noncurrent Assets</b>	<b><u>11,724,723</u></b>
<b>TOTAL ASSETS</b>	<b><u>16,307,050</u></b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	<b><u>671,289</u></b>
<b>LIABILITIES</b>	
<b>Current Liabilities</b>	
Accounts payable	29,965
Accounts payable, other government	50,446
Accrued wages and current portion of compensated absences	36,409
Interest payable	319
Other current liabilities	15,000
Other accrued expenses	41,528
Unearned revenue	37,557
Tenant security deposits	<u>117,432</u>
<b>Total Current Liabilities</b>	<b><u>328,656</u></b>
<b>Noncurrent Liabilities</b>	
Accrued compensated absences, net of current portion	57,063
Net pension liability	<u>1,105,019</u>
<b>Total Noncurrent Liabilities</b>	<b><u>1,162,082</u></b>
<b>TOTAL LIABILITIES</b>	<b><u>1,490,738</u></b>
<b>DEFERRED INFLOWS OF RESOURCES</b>	<b><u>33,211</u></b>
<b>NET POSITION</b>	
Investment in capital assets	11,724,723
Restricted:	
Housing assistance payments	11,379
Unrestricted (deficit)	<u>3,718,288</u>
<b>TOTAL NET POSITION</b>	<b><u>\$ 15,454,390</u></b>

## STATEMENTS OF REVENUES, EXPENSES, & CHANGES IN FUND NET POSITION

<b>HOUSING AUTHORITY OF THE TOWN OF ENFIELD</b>	
<b>STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION</b>	
<b>FOR THE YEAR ENDED DECEMBER 31, 2018</b>	
<b>Operating Revenues</b>	
HUD grants	\$ 2,418,025
Tenant rental income	2,389,069
Other government grants	355,077
Other revenue	<u>130,721</u>
<b>Total Operating Revenues</b>	<u><b>5,292,892</b></u>
<b>Operating Expenses</b>	
Housing assistance payments	2,269,276
Administration	1,093,272
Depreciation expense	728,013
Repair and maintenance	661,098
Utilities	374,129
Tenant services	310,712
Insurance expense	172,881
Other general expenses	<u>60,612</u>
<b>Total Operating Expenses</b>	<u><b>5,669,993</b></u>
<b>Operating Loss</b>	<u><b>(377,101)</b></u>
<b>Nonoperating Revenues</b>	
Interest and investment revenue	<u>40,978</u>
<b>Total Nonoperating Revenues</b>	<u><b>40,978</b></u>
<b>Loss before Capital Grants</b>	<u><b>(336,123)</b></u>
<b>Capital Grants</b>	
HUD capital grants	<u>436,922</u>
<b>Total Capital Grants</b>	<u><b>436,922</b></u>
<b>Change in Net Position</b>	<b>100,799</b>
<b>Net Position, Beginning of Year</b>	<u><b>15,353,591</b></u>
<b>Net Position, End of Year</b>	<u><b>\$ 15,454,390</b></u>

## STATEMENT OF CASH FLOWS

### HOUSING AUTHORITY OF THE TOWN OF ENFIELD

#### STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2018

<b>Cash Flows From Operating Activities</b>	
HUD grants	\$ 2,418,025
Other government grants	343,528
Receipts from tenants	2,361,691
Other operating receipts	117,770
Payments to employees	(1,413,297)
Payments to suppliers	<u>(3,645,281)</u>
<b>Net cash provided by operating activities</b>	<u>182,436</u>
<b>Cash Flows From Capital and Related Financing Activities</b>	
Other government capital grants	744,135
Interest expense	218
Acquisitions of capital assets	<u>(597,225)</u>
<b>Net cash provided by capital and related financing activities</b>	<u>147,128</u>
<b>Cash Flows From Investing Activities</b>	
Interest and dividends received	<u>40,978</u>
<b>Net cash provided by investing activities</b>	<u>40,978</u>
<b>Net increase in cash and cash equivalents</b>	370,542
<b>Cash and cash equivalents, beginning of year</b>	<u>4,008,364</u>
<b>Cash and cash equivalents, end of year</b>	<u>\$ 4,378,906</u>

# HOUSING AUTHORITY OF THE TOWN OF ENFIELD

## STATEMENT OF CASH FLOWS (CONTINUED)

FOR THE YEAR ENDED DECEMBER 31, 2018

### Reconciliation of operating loss to net cash provided by operating activities

Operating Loss	\$	(377,101)
Adjustments:		
Depreciation		661,098
Change in assets and liabilities:		
(Increase) decrease in accounts receivable, tenants		3,296
(Increase) decrease in accounts receivable, other		(1,416)
(Increase) decrease in prepaid expenses and other current assets		(434)
(Decrease) increase in accounts payable		(290,626)
(Decrease) increase in accounts payable, other government		(13,993)
(Decrease) increase in compensated absences and accrued wages		7,591
(Decrease) increase in accrued pension and OPEB liabilities		164,711
(Decrease) increase in accrued expenses and other current liabilities		19,302
(Decrease) increase in tenant security deposits		10,459
(Decrease) increase in unearned operating revenue		(451)
<b>Net cash provided by operating activities</b>	<b>\$</b>	<b><u>182,436</u></b>
<b>Cash and restricted cash per statement of net position:</b>		
Cash and cash equivalents	\$	4,232,641
Restricted cash and cash equivalents - current		<u>146,265</u>
<b>Total cash and restricted cash per statement of net position</b>	<b>\$</b>	<b><u>4,378,906</u></b>

## Management Plans

The Congregate Housing Management and Services Plans as well as the Elderly and Moderate Rental Plans were submitted and approved as required.

## Base Rent Structure

**Moderate Rental** – The base rents for the Moderate Rental program were increased by \$11 to \$13 for the fiscal year that began January 1, 2019. The average base (minimum) rent was \$389 per month. As of September 30, 2019, the average rent paid by all residents was approximately \$500 per month. The Base Rents were not increased for Fiscal Year 2020. This is largely due to the State of Connecticut’s moratorium on PILOT. The savings is being passed on to the residents. It is anticipated that the base rents will need to be increased in future years to keep in step with the recommended reserve levels from the independent capital needs assessments and the EHA Capital Improvement Plan. The utility adjusted Fair Market Rent (FMR) for comparable apartments is about \$1,120 to \$1,520 per month.

**Elderly** – The Base Rents were increased by \$10 to \$12 for the fiscal year that began January 1, 2019. The average base (minimum) rent was \$382 per month. As of September 30, 2019, the average lease rent was \$442 per month however the actual amount paid by many residents was substantially less due to assistance from State of Connecticut’s Elderly Rental Assistance Payment (ERAP) program. The Base Rents were increased minimally for Fiscal Year 2020 by only \$5 to \$7 per month. It is anticipated that the base rents will need to be increased each year to keep in step with the recommended reserve levels from the independent capital needs assessments and the EHA Capital Improvement Plan. The utility adjusted Fair Market Rent (FMR) for comparable apartments is about \$770 to \$945 per month.

Many residents who cannot afford the base rent may receive a rent subsidy from the State of Connecticut’s ERAP program if funds are available. Fortunately, ERAP funding was adequate for 2019 to serve the existing residents. However, continued and/or adequate funding for this program is a major concern due to the ongoing State of CT budget constraints. The EHA has chosen to reduce the monthly payment for eligible residents up front and in some cases before the funds are made available by the State.

**Congregate** – The EHA needed to increase the base rent of \$11 to \$13 per month for the fiscal year that began July 1, 2019. The new average base rent is \$475 per month which includes all utilities. The increase was made in consideration to the rent levels needed for long term sustainability of the developments. The estimated market rents for comparable apartments are about \$800 to \$990 per month excluding the additional congregate services.

Many residents who cannot afford the base rent will receive a rent subsidy from the State of Connecticut’s Congregate Rental Assistance Payment program. The fee for congregate services was increased by \$12 per month bringing the total monthly services cost to \$317. The State of Connecticut will also subsidize the cost for residents whose income will not support this amount.

## Section 8 Housing Choice Voucher (HCV) Program

During 2019, the EHA worked toward maximizing the use of vouchers available with 100% of the budget authority being expended.

The program continues to be difficult to manage as the Administrative Fees paid to housing authorities continues to be critically low and was prorated at only 80% of what was due. The EHA is unlikely to be able

to sustain the program, maintain regulatory compliance and provide an adequate level of service to the program participants, so long as administrative funding is prorated at a low rate.

## **Freshwater Pond Apartments**

Funding for this privately owned and managed Section 8 Project Based Program was adequate to meet the US Department of Housing and Urban Development's (HUD) commitment to the owners.

## **Annual Agency Plan (HUD required)**

The required Agency Plan for FY2019 has been submitted to the US Department of Housing and Urban Development. A copy of the plan is available for viewing at the Central Office during regular business hours.



**Ella Grasso Manor by Freshwater Pond**

# HOUSING PROGRAM SUMMARY

## State Financed Moderate Rental “Family Housing”

### *Green Valley Village (MR 26) – 1951*

84 units within 42 side by side duplex style buildings

### *Laurel Park (MR 56) – 1954*

90 units within 45 side by side duplex style buildings

Unit Breakdown & Base Rents:			<u>2020</u>
122	Two bedroom	Base Rent:	\$389
51	Three Bedroom	Base Rent:	\$426
1	Four Bedroom	Base Rent:	\$458

Residents pay the greater of the monthly base rent or 30% of their adjusted gross income.

During Fiscal Year 2019, 18 families moved in and 19 moved out. As of December 31, 2019, there were five vacant units in the process of being made ready for new residents and there were 36 families on the waiting list. The average residency for those who vacated during 2019 was 4.6 years. The average annual household income was \$27,008 which represents 30% of Area Median Income (AMI) for a household of three. This is an increase over the \$25,799 for 2018. Families below 50% of AMI are considered by HUD to be Very Low Income.



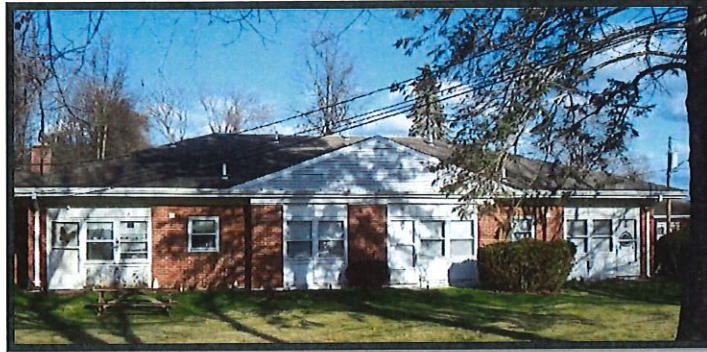
**Green Valley Drive by Pearl Street**



## State Financed Elderly Housing

### *Enfield Manor & Extension (E 10 & E 21) – 1964 & 1965*

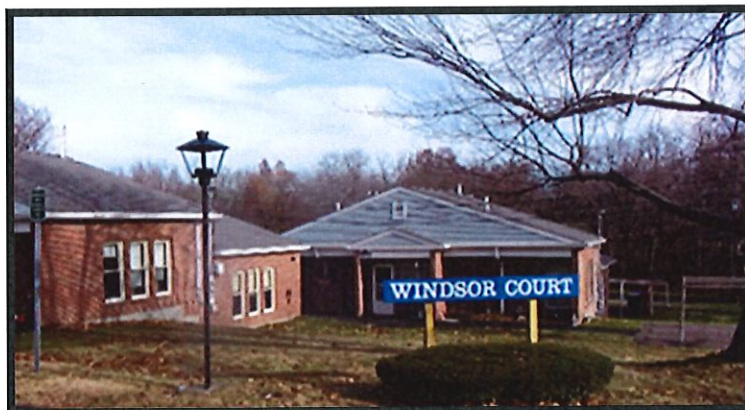
There are 80 units within 17 one story buildings along with a community/office building that includes a laundry room. The base rents for 2020 are \$416 for an efficiency unit and \$446 for a one bedroom.



Enfield Manor

### *Windsor Court (E 31 & E 50) – 1968 Redeveloped 2002*

There are 40 units within 10 one story buildings along with a community building that includes a laundry room. The base rent for 2020 is \$425 for a one bedroom.



### *Woodside Park (E 61) – 1972*

There are 40 units within 10 one story buildings along with a community building that includes a laundry room. The base rents for 2020 are \$378 for a standard one-bedroom unit and \$405 for a larger one bedroom.



Woodside Park

***Ella Grasso Manor (E 125) – 1982***

There are 40 one-bedroom units within 20 one story buildings along with a community building that includes a laundry room. The base rents for 2020 range from \$393 to \$419 depending on the unit size.



Ella Grasso Manor

**For all elderly developments:**

Residents pay the greater of; the monthly base rent or 30% of their adjusted gross income. Households who would be paying in excess of 30% of their adjusted monthly income are eligible to participate in the State of Connecticut's Rental Assistance Program if funding is available.

During Calendar Year 2019, 20 households moved in and 22 moved out. The average residency for those who vacated during 2019 was 4.4 years. As of December 31, 2019, there were seven vacant units in the process of being made ready for new residents. There were 49 applicants on the wait list. 56% of the residents were age 62 or over and 44% were people under age 62 with disabilities. The average household income was \$15,728 which represents 22% of Area Median Income (AMI) for a household of one. Families below 30% of AMI are considered by HUD to be Extremely Low Income.

## State Financed Congregate Housing

### *Mark Twain Congregate Living Center (C-3 & C-18) – 1982/1992*

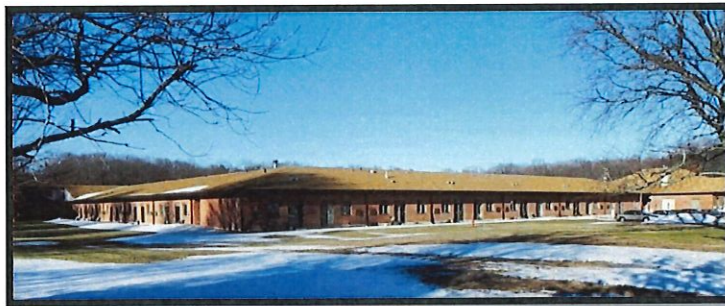
The development contains 82 units. The original 42 units were established in 1982 when a former elementary school was converted to housing. In 1992, an addition to the building was added consisting of 40 units. Also added was an adult daycare center which is operated by the Town of Enfield.

The rents range from \$437 to \$509 which includes all utilities. There is a monthly service fee of \$317 which covers the cost of the congregate program related assistance. Residents who would be paying in excess of 30% of their adjusted monthly income are eligible to participate in the State of Connecticut's Rental Assistance and Congregate Subsidy Programs if funding is available.

During Calendar Year 2019, 18 households moved in and 19 moved out. The average residency for those who vacated during 2019 was 5.4 years. As of December 31, 2019, there was one vacant unit. There are 10 applicants on the wait list. The average household income was \$20,497 which represents 29% of Area Median Income (AMI) for a household of one. Families below 30% of AMI are considered by HUD to be Extremely Low Income and families below 50% of AMI and above 30 % of AMI are considered by HUD to be Very Low Income.

#### **Rents & Service Fee:**

July 1, 2019-June 30, 2020	Rent	\$437-\$509	Service fee	\$317
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Mark Twain Congregate Living Center

## Federal Section 8 Low Income Housing Program

### *Housing Choice Vouchers (Participant Based)*

Program participants use the voucher in the private rental market. Program participants pay 30% to 40% of their adjusted gross monthly income toward the rent. A Housing Assistance Payment (HAP) is made directly to the owner for the balance of the rent within certain limitations based on Federal guidelines. The EHA has a HUD approved baseline of 136 Housing Choice Vouchers (HCV).

As of December 31, 2019, there were 49 incoming portable vouchers from other jurisdictions. There are currently 9 outgoing vouchers to other voucher programs.

The waitlist was last opened and closed during 2015. Currently there are 32 households on the list for a Housing Choice Voucher.

There were 204 Section 8 Housing Quality Standard inspections performed last year with 89 of them failing the initial inspection.

During 2018, the EHA worked toward maximizing the use of vouchers available with 100% of the budget authority being expended.

The program continues to be difficult to manage as the Administrative Fees paid to housing authorities continues to be critically low and was prorated at only 79% of eligibility. The inadequate funding has forced the EHA to operate the program at a loss for several years. The EHA is unlikely to be able to sustain the program, maintain regulatory compliance and provide an adequate level of service to the program participants so long as administrative funding is prorated.

As of December 31, 2019, the voucher utilization rate was 99% with the average rate for the year being 96%. These percentages include the five VASH vouchers that were awarded in 2018, several have yet to be utilized due to minimal referrals (Not including VASH- 100% for December and average of 99% for 2019).

***Veteran's Administration Supportive Housing (VASH) Program*** – During 2017, the EHA was awarded five Veteran's Administration Supportive Housing Choice Vouchers by HUD. The program is intended to reduce chronic homelessness among veterans. This past year the EHA applied for and was awarded five additional vouchers by HUD. This will enable the EHA to potentially double the number of homeless veterans and their families that we can assist in accessing affordable housing opportunities and the important supportive services. The EHA will coordinate with recipients to identify quality apartments in the area which may include housing solutions within our existing and planned housing developments.

It is important that we get the word out to those in need. Individuals who are facing hardship should contact our VA partner in West Haven. Local rental property owners who are interested in participating in the program should contact the Enfield Housing Authority.

***New Construction (Project Based)*** – During 2018, the owners of Freshwater Pond Apartments renewed their contract for a new 20-year period with the EHA as contract administrator for HUD in the oversight of this 75-unit development. However, the EHA's 40-year contract with HUD came to an end during 2019. HUD has indicated that they will reassign the expired contract to a performance-based entity during 2020 as they have done with most other PHA's.

## FACILITIES

### Work Orders

As of December 31, 2019, the EHA maintenance staff completed 2,504 calls for maintenance service.

### Unit Turnover 2019

The EHA maintenance staff renovated 58 apartments in preparation for new and/or transferred residents.

The breakdown by program is: **Elderly: 20 Moderate Rental: 19 Congregate: 19**

During Calendar Year 2019, 56 households moved in and 57 moved out. The breakdown by program is as follows: **Elderly/Disabled: 20 In/22 Out Moderate Rental: 18 In/19 Out Congregate: 18 In/19 Out**

### Modernization/Capital Improvements & Replacements

This past year, the Enfield Housing Authority made significant investments into our developments. The work included non-routine maintenance work, extraordinary or emergency contract repairs, capital replacements and design. The following is a sample of the many activities undertaken.

**EverSource Energy Conservation Incentives** – The EHA continued to partner with EverSource to reduce energy consumption thereby reducing costs to our residents. \$178,793 of incentives were used to; upgrade heating at 8 Enfield Manor units, replace 228 refrigerators (multiple locations), upgrade common area lighting at Mark Twain Congregate, replace parking lot lighting at Windsor Court, and perform basic measures at Green Valley.

**Grease Interceptor Replacement** – The Mark Twain commercial kitchen received upgrades to the waste water plumbing and in-ground grease interceptor. Substantial savings were achieved by using in-house staff to coordinate the contractors.

**Enfield Manor Furnace Replacement** – Many of the furnaces at Enfield Manor are obsolete and parts are no longer commercially available. For the past several years, the EHA has been replacing multiple wall hung compact furnaces and replaced them with one high efficiency condensing boiler that includes an indirect water heater. During 2019, eight wall hung units were replaced with two central boilers. The old units were salvaged for parts needed at other locations where replacement is not feasible.

**Green Valley Paving** – Fourteen sections of driveways and sidewalks along Green Valley Drive were removed and replaced with new sub-base material and bituminous asphalt.

**Enfield Manor Sidewalk Replacement** – Seven sections of driveway and sidewalk were removed and replaced with new sub-base material and bituminous asphalt.

**Tree Maintenance** – At Green Valley & Laurel Park, ten trees were pruned and one was completely removed. We also trimmed trees in coordination with the camera installation project. In addition, forty trees were trimmed and four were removed on the Elderly and Congregate sites.

**Camera Installations** – Monitoring systems were installed within the Green Valley and Laurel Park neighborhoods. This was done in conjunction with the Town of Enfield's procurement of similar systems

throughout other areas of town. Now all of the EHA's portfolio have some level of camera monitoring coverage.



#### Planned Improvements for 2020

- **Paving Green Valley Drive** – Replacement of the half circle pull-through parking with individual driveways and unit sidewalk upgrades.
- **Laurel Park Electrical Upgrades** – Electrical panel and service drop replacements
- **Kitchen & Bathroom Upgrades** – Various apartments will continue to receive kitchen and bathroom upgrades upon unit turnover as needed.
- **Siding, Window, Door Replacements** – Planning and procurement for upgrades at five to six buildings at Green Valley/Laurel Park.
- **Porch Roof Replacements** – Planning and procurement for upgrades at five to six buildings at Green Valley/Laurel Park.

## **Contact & Meeting Information**

***For more information regarding the Housing Authority of the Town of Enfield, please feel free to contact us at:***

### **Central Office**

**Enfield Housing Authority**

1 Pearson Way  
Enfield, CT 06082

Phone: 860-745-7493 Fax: 860-741-8439 TTY/TDD: 800-545-1833 Ext. 849

### **Congregate Housing Office**

**Mark Twain Congregate Living Center**

110 South Road  
Enfield, CT 06082

Phone: 860-749-2017 Fax: 860-763-5517 TTY/TDD: 800-545-1833 Ext. 849

Website: [Enfieldha.org](http://Enfieldha.org)

The Regular Meeting of EHA Board Commissioner's is held the second Monday of each month at 6 PM in the Conference Room located at 1 Pearson Way, Enfield, CT (unless otherwise posted). If a legal holiday falls on that day, the meeting will be held the following day (Tuesday).

