



April 23, 2015

### Minutes

The Colchester Housing Authority met on April 23, 2015 for its monthly business meeting at Dublin Village. In attendance were: Robert Gustafson, Executive Director, Janet Labella, Chairperson, Marion Spaulding, Vice-chair, Todd Vachon, Secretary, Dennise Salmoiraghi, Treasurer, and Lou DelPivo, Tenant Commissioner. Also in attendance was Gary Siddell Chairman of the Colchester Commission on Aging. Rosemary Coyle was not present. The meeting was called to order at 7:02 PM.

The Secretary's minutes for March were reviewed; a motion was made by Marion and seconded by Dennise to accept the minutes as submitted.

A motion was made by Lou and seconded by Denise to accept the Financial Report as submitted by the Executive Director; the motion's passed unanimously.

### ***PUBLIC COMMENT-none***

### ***ADDITIONS TO THE AGENDA***

-Gary Siddell, Chairman of the Commission on Aging provided a report. Gary expressed a desire for all senior-related commissions and advocates to work together and build a voice for seniors in Colchester. His immediate concerns include transportation issues and ultimately a new senior center for the town of Colchester. We told him of our troubles with acquiring grant funding to upgrade bathrooms, repave and replace sidewalks. We agreed to stay in touch and try to work more closely with each other moving forward.

### ***COMMUNICATIONS***

- Ongoing communications with 64 Solar. Ponemah installation will be completed by July 1, but still no word on Dublin...
- A Nutmeg Park resident called to complain about water leakage that resulted from ice dams and the botched repair job that followed. She also complained of needed repairs to second floor decks and mentioned rain gutters in disrepair. The manager brought an inspector to select apartments for life cycle analysis.
- Rob's wife (for some reason) received an email about a Housing Rehab funding meeting through the state. We have applied for the state re- rehab funding twice in the past but were recommended instead to pursue small city block grants (which weren't completed in time for the current round due to administrative time constraints).

Page 1 of 2.

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**REPORT OF EXECUTIVE DIRECTOR**

- TD Bank CD has been changed to a public funds savings account the resulting interest rate is nearly nil. Rob will be exploring an alternative.
- The resident who's lease was terminated last month has been seen packing.
- 4.6 Last rent determination was completed.
- 4.7 Received payment #2 for RAP and RSC minus the difference of 7,080.00 for the new resident adjustment. 4.9 Rob mailed RFP 2.5 for that adjusted amount.
- 4.10 Plow was repaired and sander left with Smith Equipt. for repair. Will be ready for next winter (next week?...).
- 4.16 CHFA annual site visit/inspection. It was recommended that we devise more extensive policies regarding issues such as: guests, vistiros, pets, etc. It was also recommended that we further pursue small city block grant funds for needed improvements. Inspector was impressed with the work of Rob and Brian.
- 4.16 A lease termination notice was delivered to a resident for nonpayment and disruption.
- 4.21 Contacted attorney regarding lease termination issued on 4.16; meeting scheduled for 4.28
- This month's newsletter featured a "Rules Reminder" as many residents seem to have forgotten some of the basics.

**REPORT OF TENANT COMMISSIONER**

- Lou reported that "Almost all is well." " We have some grumpy gardeners because it won't warm up."

**UNFINISHED BUSINESS-none**

**NEW BUSINESS**

- Review and approval of management plan and discussion on insurance (health and comp quotes will be presented at the next meeting)

Dennise made a motion to adjourn the meeting Lou seconded.

The meeting was adjourned at 8:00

Respectfully Yours, *Todd Vachon*

Todd Vachon  
Secretary



CC: Janet LaBella – Chairperson  
Commissioners  
Rob Gustafson, Executive Director  
Rosemary Coyle, Selectwoman  
Town Clerk