



January 21, 2016

Minutes

The Colchester Housing Authority met on January 21, 2016 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, Denise Salmoiraghi, Treasurer, and Lou DelPivo, Tenant Commissioner. Rosemary Coyle was not present. The meeting was called to order at 7:06 PM.

The Secretary's minutes for December were reviewed; a motion was made by Lou and seconded by Denise to accept the minutes as submitted.

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

PUBLIC COMMENT-none

ADDITIONS TO THE AGENDA-none

COMMUNICATIONS

- 12.1 Mailed payment to DOH for \$569 the unused portion of RSC and RAP from 2013-2014, along with RFP's #1 for RSC and RAP totaling \$46,061.
- 12.22 met with ADP and setup payroll
- 12.30 Eagle Environmental did asbestos testing in in E-44 and E-206
- 1.12 Rob met with Jennifer Svelyns and four architectural firms. They will all be sending fee proposals, qualifications and agree to our time constraints. Jen also helped review our progress on the Affirmative Housing Action Plan. Still need to gather letters expressing the need for improvements—will reach out to EMS, police, Building and Social Services offices.
- 1.18 Received asbestos results and forwarded to Jennifer and Larry Wagner.
- 1.19 Brian prepared and sent the 12.31.15 financial statements to the DOH and CHFA.

REPORT OF EXECUTIVE DIRECTOR

- One resident staying at Harrington Court and another there on short term. One resident is at Apple Rehab. Two other residents have had short term hospital stays.
- Stored up first pallet of sidewalk salt—very eco-friendly and keeps melting to -5 F.
- The bill for generator repair came in at \$3,400 less than estimate of original company!

RECEIVED
COLCHESTER, CT
2016 JAN 22 PM 2:06





October, 2015
Page 2 of 2

REPORT OF TENANT COMMISSIONER

-Lou reported that "The colder it gets, the quieter it gets."

UNFINISHED BUSINESS-none

NEW BUSINESS

-Transfer Request—two residents are getting married and would like to move in together.
-Letter from Resident

The meeting was adjourned at 7:30

Respectfully Yours, *Todd Vachon*

Todd Vachon
Secretary

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

