

Tuesday, September 23, 2014

LITCHFIELD HOUSING AUTHORITY
REGULAR MEETING SEPTEMBER 23, 2014 WELLS RUN

Called to order at 1:05 PM by Chairperson Sandra Becker

Commissioners present: Sandra Becker, Barbara Spring, Robert Miller, Tom McClintock, Cheryl Stoughton (tenant representative), and Executive Director Jim Simoncelli Jr.

Residents present: No residents were present.

Minutes:

Corrections to the minutes from regular meeting on 9/9/2014;

On page four under New Business there should be a sentence that reads “No new business at this time.”

Motion made by Bob Miller to accept the minutes as amended from the Regular Meeting on September 9, 2014. Motion seconded by Tom McClintock. Motion passed.

Resident Concerns:

There were no resident concerns.

Tenant Commissioner Report:

Cheryl Stoughton brought up concern about not having hot water early in the morning. Motion made by Tom McClintock to have Scoville plumbing address the concern with the hot water and look to see if there is a timer that controls the hot water heaters. Motion seconded by Bob Miller. Motion passed.

Bills and Communications:

Jim Simoncelli Jr. reported that he has been in contact with Litchfield Community Services in regards to what services/funding they made be able to offer different residents at Bantam Falls and Wells Run.

Jim Simoncelli Jr. reported that two residents at Bantam Falls, Les Bellmay and Don Palmer got the Bantam Falls American flag repaired at Ida’s Bridal shop in Torrington at no charge. Jim Jr. stated that he will be sending Ida a thank you letter.

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Chairperson Sandra Becker reported that she had attended a meeting with Congresswoman Elizabeth Esty in Litchfield and she spoke to her about the need for more funds for affordable housing. She used examples from the Litchfield Housing Authority to illustrate the urgent need.

Private Grants:

Thomaston Savings Bank – Tom McClintock reported that the Litchfield Housing Authority was denied the TSB grant. Tom will send TSB a letter to thank them for considering the Litchfield Housing Authority for the grant and to get details why LHA was denied.

Jim Simoncelli Jr. reported that the ramp outside of unit A2 at Wells Run will be re-assembled very soon which will complete the project.

Report of Executive Director:

Jim Simoncelli Jr. reported that Eliminate'Em has treated the wing closest to the oil tank at Bantam Falls for bats. Eliminate'em put one way doors on some of the openings and filled the others with foam. Motion made by Bob Miller to have Eliminate'em as the Litchfield Housing Authority exterminator and to get quote for yearly examination of Bantam Falls. Motion seconded by Tom McClintock. Motion passed.

Jim Simoncelli Jr. reported that unit D1 at Wells Run is almost complete and the carpet install is the last step. The resident will be able to move back to the unit on Wednesday September 24, 2014.

Jim Simoncelli Jr. reported that he met with Dave Rogers (Litchfield Fire Marshal) to discuss the CO2 system in the mechanical room and he stated that LHA should remove the CO2 system and put in sprinkler heads. Jim Jr. will get quotes on removing the system and installing sprinkler heads.

Financial Report:

Nothing to report at this time.

Election of Officers:

Motion made by Barbara Spring to have all commissioners stay in their current positions; Sandra Becker as Chairperson, Barbara Spring as Vice-Chairperson, Robert Miller as Treasurer, Thomas McClintock as Secretary, and Cheryl Stoughton as Vice-Treasurer. Motion seconded by Tom McClintock. Motion passed.

Inspection of Grounds:

Units D1 and C3 at Wells Run were inspected during the inspection of the grounds.

Unfinished Business:

A. LHA Website

- a. Nothing to report at this time.

B. Solar Panels at Bantam Falls

- a. Nothing to report at this time.

C. Yearly Inspections of Bantam Falls and Wells Run

- a. Inspections will be conducted sometime in the fall.

D. LHA Policies and Procedures

- a. Key Policy – Nothing to report at this time
- b. Lease – Nothing to report at this time
- c. Rules and Regulations – Jim Simoncelli Jr. distributed the Litchfield Housing Authority's Rules and Regulations packet to all commissioners. Pages 1-7 were revised and pages 8-11 will be revised at the LHA's next regular meeting.
- d. Inspection Deficiency Procedure – Nothing to report at this time
- e. Inspection Deficiency Notice – Nothing to report at this time

E. Window Film

- a. Tabled until winter.

F. Gutters at Well Run

- a. Gutters above the ramps at Wells Run have been installed.

G. Rent Increase

- a. The public hearing for the rent increase will be September 30, 2014 at the Bantam Falls community room.

H. Review of Executive Director

- a. The review of the Executive Director was conducted at the LHA's last regular meeting.

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New Business:

There is no new business at this time.

Tabled Items:

A. Organizing Building Plans for Bantam Falls and Wells Run

- a. Nothing to report at this time

Motion made by Tom McClintock to adjourn meeting. Motion seconded by Barbara Spring.
Motion passed. Meeting adjourned at 3:52PM

Respectfully Submitted,
Jim Simoncelli Jr.
Executive Director
Litchfield Housing Authority