

Tuesday, December 23, 2014

LITCHFIELD HOUSING AUTHORITY

SPECIAL MEETING DECEMBER 23, 2014 BANTAM FALLS

Called to order at 1:03 by Chairperson Sandra Becker

Commissioners present: Sandra Becker, Barbara Spring, Bob Miller, Tom McClintock, and Executive Director Jim Simoncelli Jr.

Commissioners absent: Cheryl Stoughton (tenant representative)

**Small Cities Grant**

Sandra Becker stated that Jim Simoncelli Jr. and she met with Larry Wagner who is the professional grant writer. Larry Wagner discussed the application procedure and what it entails. It was also discussed that The Litchfield Housing Authority will be applying to replace the driveway, sidewalks, outside lighting and roof at Bantam Falls. Larry Wagner also stated that the first deadline for the grant is February 1, 2015.

Jim Simoncelli Jr. stated that he has received a written quote from Hrica Associates (engineer), a verbal quote from both Clifford Cooper (architect) and HRP Associates (Phase I) to complete the initial work for applying for the Small Cities Grant.

Motion made by Tom McClintock to waive the bidding process due to time constraints. Motion seconded by Barbara Spring. Motion passed.

Motion made by Tom McClintock to hire Hrica Associates as the engineer, Clifford Cooper as the architect, and HRP Associates to complete the Phase I Environmental Site Assessment. Motion seconded by Barbara Spring. Motion passed.

Jim Simoncelli stated that he will be in contact with the above contractors to start the grant application process as soon as possible.

Motion made by Tom McClintock to adjourn meeting. Motion seconded by Barbara Spring. Motion passed.

Meeting adjourned at 1:47PM

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