

Tuesday, May 14, 2013

LITCHFIELD HOUSING AUTHORITY  
REGULAR MEETING MAY 14, 2013 BANTAM FALLS

Called to order at 1:10 by Chairperson Barbara Spring

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

**Minutes:**

Motion made by Tom McClintock to accept minutes from April 23, 2013. Motion seconded by Cheryl Stoughton. Motion Passed.

**Maintenance Report:**

Bob Miller reported that Gary Wilson (generator contractor at Wells Run) has added a part to the generator and is still waiting on one more part.

Bob Lajoie went over his jobs on a day to day basis and reported what he has completed.

The Board emphasized to Bob Lajoie the importance of not spraying chemicals in or around any unit at Bantam Falls.

Bob Lajoie reported that he had to change the sink in unit #30 and will replace shower hose in unit #23.

**Tenant Commissioner Report:**

Cheryl Stoughton reported that residents in unit #25 want to get a TV dish for direct TV. This will be table until next meeting because Bob Miller and Jim Simoncelli Jr. will investigate where the dish would go.

Resident in unit #21 is complaining about the mold on the outside of the building near her door. Jim Simoncelli Jr. will contact a few contractors to give us a quote in power washing the building and bring it to the next meeting.

Cheryl Stoughton asked the board if we could replace the copy machine in the office. Cheryl will go to Staples to look at combo printer, scanner, and copy machines and she will report to Jim Simoncelli Jr.

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Cheryl Stoughton presented a contract from Universal Maintenance. Jim Simoncelli Jr. will also set up a date with Bernard (Universal Maintenance) for the sand removal at Bantam Falls.

Motion made by Cheryl Stoughton to have Jim Jr. talk to Bernard from Universal Maintenance about all landscaping at bantam Falls. Motion seconded by Bob miller. Motion passed.

Cheryl presented a letter from the resident in unit #8 regarding another resident. Jim Simoncelli Jr. will respond with a letter telling resident that we have received the letter and that his concerns will be addressed. Motion made by Bob miller to send letter to the Litchfield Housing Authorities attorney. Motion seconded by Tom McClintock. Motion Passed.

### **Bills and Communications**

Jim Simoncelli Jr. stated that he has been in contact with Trooper Holm (resident State Trooper of Litchfield) about Dime Oil's delivery of Oil to the Bantam Fire House instead of Bantam Falls.

Jim Simoncelli Jr. Reported that he has been in contact with Jennifer Jersey from Red Hawk and our first payment for the alarm panel at Bantam Falls will be sent before the end of May.

Jim Simoncelli Jr. has received the bill from Bantam Fuel of about 1800 gallons of oil delivered on April 14. He will call Bantam Fuel and see if we can get on a payment plan.

### **Private Grants:**

Jim Simoncelli Jr. has received a letter from Seherr-Thoss Foundation that notified the Litchfield Housing Authority that they will receive a grant of \$19,686 to replace the remaining old ranges and a number of rugs at Bantam Falls. Jim Simoncelli Jr. presented the letter to Sandra Becker for her signature. Jim Simoncelli Jr. will send the signed copy back to the Seherr-Thoss foundation.

### **Report of Executive Director:**

Jim Simoncelli Jr. is in the process of filling the units at Bantam Falls and the unit at Wells Run. Jim has appointments with several potential residents next week.

The Regular Meeting on June 11<sup>th</sup> 2013 has been moved to Monday, June 10<sup>th</sup>, 2013.

Motion made by Bob Miller to send letter to Janet Wortman with her payment that states that the Litchfield Housing Authority will be stopping her services and they have chosen another accountant. Motion seconded by Sandra Becker. Motion Passed

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Jim Simoncelli Jr. will distribute a notice to all residents of Bantam Falls and Wells Run that states any significant alterations to the interior or exterior of the unit will need to be submitted in writing to the Litchfield Housing Authority Board for approval.

Jim Simoncelli Jr. reported that all recertification that he has received have been completed. Jim is waiting on a few residences' paperwork. As soon as Jim receives that paperwork, those recertification's will be completed.

Jim Simoncelli Received a letter from the resident in unit #29 that is asking if the Litchfield Housing Authority will pay for moving expenses that she incurred when moving from unit #23. Motion made by Tom McClintock to have the Litchfield Housing Authority reimburse the \$50 to the resident. Motion seconded by Bob miller. Motion passed.

**Financial Report:**

Nothing to report at this time.

**Site Inspection:**

A site inspection was conducted of the outside of Bantam Falls. The Board looked at the roof above unit #32 through #36. The Board also looked that the siding where the mold is most profound. The Board also walked around the building to look at the garden that the resident in unit #8 put in.

**Unfinished Business:**

- A. Insurance / Pets / Liability
  - a. Tabled unit next meeting
- B. Ladder for oil tank at Bantam Falls
  - a. Tabled unit next meeting
- C. Bantam Falls furnace contract proposal
  - a. Tabled unit next meeting
- D. Waiting list
  - a. Tabled unit next meeting
- E. A-3
  - a. Tabled unit next meeting

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F. Lawyer

- a. Tabled unit next meeting

G. Rent Increase

- a. Tabled unit next meeting

Tom McClintock made motion to adjourn meeting. Motion seconded by Cheryl Stoughton. Motion passed. Meeting adjourned at 4:08PM.