

LITCHFIELD HOUSING AUTHORITY
REGULAR MEETING JUNE 27, 2017 WELLS RUN

Called to order at 1:09 PM by Chairperson Sandra Becker

Commissioners present: Sandra Becker, Bob Miller, Barbara Spring, Tom McClintock, Ruth Torizzo (Resident Commissioner), Executive Director Jim Simoncelli Jr. and Administrative Assistant Beth Graziani

Tenant's present: Tom Fabri (Unit E3), Connie Matzko (Unit C1), and Carol Bournival (Unit F3).

Minutes:

Corrections to minutes from Regular Meeting on June 13, 2017;

On the first page under tenants present, Mickey Crow from Unit 12 was also in attendance.

On the second page under Seherr-Thoss Grant, the statement of "motion made by Tom McClintock" was stated twice, so one was removed.

On page three under New Business, the term "storage sheds" was changed to "outdoor storage closets".

Motion made by Bob Miller to accept the minutes from June 13, 2017 as amended. Motion seconded by Barbara Spring. Motion passed.

Tenant Comments/Questions:

A resident requested new picnic tables and benches to be put around the Wells Run facility. Jim Simoncelli Jr. stated that he will have an update regarding the picnic tables in his report later in meeting.

Tenant Commissioner Report:

Ruth Torizzo mentioned the upstairs hallway at Bantam Falls have been cooler since installing the window fans.

Ruth also mentioned that the seminar on small group planting at Bantam Falls had a good turnout and was very enjoyable.

Bills and Communications:

Sandra Becker spoke with the treasurer from Seherr-Thoss who confirmed that the Litchfield Housing Authority grant check was mailed.

Private Grants / Fundraising:

A. Small Cities Grant

1. Site Work – Jim Simoncelli Jr. mentioned that all the lines will be re-painted. Jim Jr. will organize the parking lot to be swept directly before the line painting.

B. Seherr-Thoss Grant – Sandra Becker distributed a list of Seherr-Thoss grants received since the fall of 2011. Among the items received: new carpet and new appliances at Bantam Falls and Wells Run, a propane furnace and water heater for Wells Run Community Center.

C. Critical Needs

1. Jim Simoncelli Jr. stated that he will be looking into getting Critical Needs funding for new roofing at Wells Run. Roofing contractor was on site taking measurements.

D. Other

Report of Executive Director:

Jim Simoncelli Jr. reported that multiple residents who were behind in rent are now current.

Jim Simoncelli Jr. stated that several picnic tables had to be disassemble due to safely concerns and damage. A motion was made by Barbara Spring to order picnic tables and benches for Wells Run and Bantam Falls at the discretion of Executive Director Jim Simoncelli Jr. Motion was seconded by Tom McClintock. Motion passed.

Jim Simoncelli Jr. stated that 10 bait stations for the mice at were set up around the property at Wells Run.

Jim Simoncelli Jr. mentioned that there will be upcoming vacancies at both Wells Run and Bantam Falls.

Jim Simoncelli Jr. and Tom McClintock will be performing inspections at Wells Run the last week of July. The Tenants will receive a one week notice prior to the inspection.

Financial Report:

Nothing to report at this time.

Inspection of Grounds:

An inspection of grounds was not completed.

Unfinished Business:

A. LHA Policies and Procedures

1. Tenant Handbook – Nothing to report at this time.
2. Mission Statement – Nothing to report at this time.
3. Policy Violation Fee – Nothing to report at this time.
4. Unit Modification Policy – Nothing to report at this time.
5. Commissioner Book – Nothing to report at this time.
6. Procurement Policy – Nothing to report at this time.

B. LHA Security

1. Key Policy – Nothing to update at this time
2. Security System - Jim Simoncelli Jr. will look into getting cameras for the parking lots at Bantam Falls.

C. Shed at Well Run

1. Nothing to report at this time.

D. Paint Hallways at Bantam Falls

1. Jim Simoncelli Jr. stated that the painting will start mid-summer. Two vacant units took painting priority which delayed the painting of the hallways.

New Business:

Nothing to report at this time.

Tabled Items:

Executive Session:

A. Pending Litigation

- a. Motion made by Tom McClintock to enter Executive Session. Motion seconded by Barbara Spring. Motion passed. Executive Session entered at 2:08PM.
- b. Motion made by Tom McClintock to exit Executive Session. Motion seconded by Barbara Springs. Motion passed. Executive Session ended at 2:28PM.

Motion made by Tom McClintock to adjourn meeting. Motion seconded by Barbara Spring. Motion passed.
Meeting adjourned at 2:32 PM.

Respectfully Submitted,

Jim Simoncelli Jr.
Executive Director
Litchfield Housing Authority