

LITCHFIELD HOUSING AUTHORITY

REGULAR MEETING APRIL 28, 2026

4:00 P.M

BANTAM FALLS COMMUNITY ROOM

Called to order at 4:01 by Chairperson by Sandra Becker.

Commissioners present: Francesca Kracht, Michael Lyn Cappello and Kate Orr.

Commissioners absent: Jean Adams (Tenant Commissioner).

LHA Employees present: Executive Director Jim Simoncelli Jr., and Administrative Assistant Beth Graziani.

Tenants Present: Eileen Mitchell (unit 3), Mary Fox (unit 4), Cheryl Stoughton (unit 5), Don Palmer (unit 6), Virginia Bennett (unit 9), Patricia Lapidus (unit 11), Ruth Torizzo (unit 13), Joan Dignacco (unit 15), Sue Telman (unit 18), Veronica Ottoshavett (unit 27), Francesca Caruso (unit 29), Alice Zeiss (unit 35), and Herb Siegal (unit 36).

Minutes:

Motion made by Michael Lyn Cappello to accept the minutes from the Special Meeting on March 25, 2026, as presented. Motion seconded by Francesca Kracht. Motion passed. One Commissioner abstained.

Motion made by Kate Orr to add Public/Tenant Comments to the agenda under the approval of minutes. Motion seconded by Micheal Lyn Cappello. Motion passed.

Motion made by Kate Orr to move the “Porch/Patio and Storage Policy” to be moved under Public/Tenant Comment. Motion seconded by Micheal Lyn Cappello. Motion passed.

Public/Tenant Comment

a. Patio/Porch and Storage Policy

- i. Jim Simoncelli Jr. handed out a draft of the “Bantam Falls – Porch/Patio/grounds and Storage Policy” to the commissioners and tenants. During interactive discussion, both the commissioners and tenants had many suggestions for the policy. A second draft will be presented at the next upcoming meeting.

Grants / Fundraising:

a. Community Development Block Grant (CDBG)

- i. Bantam Falls Rehab Project – Jim Simoncelli Jr. reported that the project is complete. The final inspection from DOH was conducted on March 10, 2026. The “ribbon cutting” walkthrough will be scheduled in the upcoming weeks.

b. SSHIP – (State Sponsored Housing Improvement Program)

- i. Project update – Jim Simoncelli Jr. said that the LHA is expecting the housing relocation RFP's to be submitted by the April 30th deadline.
- ii. Jim Simoncelli Jr. stated that the bidding for construction is likely to be early June 2026 with a funding closing date in early July 2026.

c. Seherr- Thoss Foundations

- i. Walk-In Showers – Jim Simoncelli Jr. said he has received \$45,000 from Seherr-Thoss Foundation as partial funding for the bathroom remodeling at Wells Run. One shower has already been installed, and the remaining bathrooms will be scheduled soon.
- i. River Bend Update – The LHA received a letter from DOH inviting the LHA to submit a formal funding application.

Motion made by Kate Orr to table the remaining items on the agenda. Motion seconded by Micheal Lyn Cappello. Motion passed.

Report of Executive Director:

Tabled.

Financial Report:

Tabled.

Unfinished Business:

- A. LHA Policies and Procedures
 - i. Patio/Porch and Storage Policy – (moved to Public/Tenant Comment).
- B. Creating a 501C3 – Tabled.
- C. Breezeway / Grounds at Wells Run – Tabled.

Tabled Items:

- A. Rental Deposits – Tabled.
- B. Potential Solar Project – Tabled.

Executive Session:

- A. Review of year-end bonuses – Tabled.

Adjournment:

Motion made by Micheal Lyn Cappello to adjourn the meeting. Motion seconded by Francesca Kracht. Motion passed. The meeting was adjourned at 5:11 P.M.

Respectfully Submitted,

Jim Simoncelli Jr.
Executive Director
Litchfield Housing Authority