

LITCHFIELD HOUSING AUTHORITY  
REGULAR MEETING JUNE 23, 2020 BANTAM FALLS  
REMOTE MEETING BY LIVE INTERNET VIDEO STREAM AND TELEPHONE

Called to order at 1:00 PM by Chairperson Sandra Becker

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

Commissioners absent: Barbara Spring.

Tenants present: No tenants were present.

**Minutes:**

Motion made by Tom McClintock to accept the minutes from the Regular Meeting on May 26, 2020 as presented. Motion seconded by Bob Miller. Motion passed.

**Report of Executive Director:**

A. Housing Authority Update

Jim Simoncelli Jr. stated that unit H4 at Wells Run is rented as of June 30<sup>th</sup> and unit 8 at Bantam Falls is rented as of July 1, 2020.

Jim Simoncelli Jr. stated that maintenance worker Dave Gotti is no longer with the LHA. He will be greatly missed by all. Jim Jr. will look for a replacement.

Jim Simoncelli Jr. said that Janice Conner who is the RCS (Resident Service Coordinator) for the LHA has been distributing weekly activity packages and providing wellness checks for all the residents at Bantam Falls and Wells Run. Janice is also helping with the food pantry and providing updates on Covid-19 state guidelines.

Jim Simoncelli Jr. stated that the Capital Improvement Projects which include the renovation of the community house at Wells Run and the repair of the sidewalk at Bantam Falls are on hold.

Jim Simoncelli Jr. said some residents at Bantam Falls are asking if the community room could be opened up. Jim Jr. feels strongly that it should not be opened in order to protect our residents from the spread of Covid-19.

Jim Simoncelli Jr. said that all common areas at both Wells Run and Bantam Falls are to be remained closed to residents and that the LHA office is also to remain closed to both residents and guests.

Jim Simoncelli Jr. also stated that he is looking into getting quotes for a potential expansion of the office at Bantam Falls. This would allow better social distancing for meetings with residents and employees.

B. LHA/MHA Food Pantry Update.

Jim Simoncelli Jr. stated that food order tickets are distributed Mondays and Thursdays and the food bags are distributed Tuesdays and Fridays. The LHA/MHA has distributed 1,627 bags of food to its residents over 28 distribution days (since March 2020). The LHA/MHA has received \$2,580.00 from the HASIP Grant to support the food pantry.

### C. Resident Communications

Jim Simoncelli Jr. said he sent letters to the residents regarding the wind chime issue based on the motion at the last meeting. Jim Jr. has not heard of any updates from either party.

Jim Simoncelli Jr. said that a resident would like to replace the carpet in the unit for vinyl planks like the ones that were installed in another unit at Bantam Falls due to allergy issues. The flooring is temporarily out of stock but will be installed when it becomes available.

Jim Simoncelli Jr. said that he will be bringing all of the required audit information to Maletta and Company Inc. for the LHA 2018-2019 audit.

### Commissioner Comments

- a. Sandra Becker – Sandra Becker stated that she agreed that the community room should remain closed. Sandra said it is the LHA’s responsibility to keep our residents safe and to try to discourage social gatherings and to uphold the social distancing regulations.

Sandra Becker also inquired about the two probate hearings that Jim Simoncelli Jr. participated in regarding a resident at Wells Run. Jim Jr. explained in detail the decisions that were made by the court.

Sandra Becker also commended the entire staff of the LHA for their hard work. Sandra also mentioned that Dave Gotti who was the maintenance worker for the LHA will be missed

- b. Bob Miller – Bob Miller stated that he wanted to see the financial report, specifically the Budget vs. Actuals at the next board meeting. Bob also said he was glad that Jim Jr. is investigating the options for the Bantam Falls office expansion and expressed concerns as to where the funding would come from and the cost of the project.

- c. Tom McClintock – Tom McClintock agreed that he community room at Bantam Falls should be remained closed. Tom also inquired about the pending eviction. Jim Jr. explained that the courts are still closed and will be notified when they are reopened. Currently scheduled to open July 1, 2020.  
*(Tom McClintock left at 1:45)*

- d. Ruth Torizzo – Ruth Torizzo stated that multiple residents at Bantam Falls would like the community room and video room opened. Jim Jr. explained the reasons why they will not be opened as it is the LHA’s responsibility to keep our residents as safe as possible and prohibit social gatherings. Ruth also asked if anyone is currently providing maintenance services at the LHA. Jim Jr. stated that employee schedules have needed to change and that Jamie Loomis still working for the LHA, just on different days and times.

**Motions**

Motion made by Bob Miller to adjourn meeting. Motion seconded by Ruth Torizzo. Motion passed. Meeting adjourned at 1:57 PM.

Respectfully Submitted,

Jim Simoncelli Jr.  
Executive Director  
Litchfield Housing Authority