

LITCHFIELD HOUSING AUTHORITY  
REGULAR MEETING, MARCH 13, WELLS RUN

Called to order at 1:06 PM by Chairperson Barbara Spring.

Commissioners present: Barbara Spring, Judd Milani, Sandra Becker, Bob Miller, Harry Colvocoresses and Don Hill of D & H Management.

**Minutes** for the February 28, 2012 meeting were presented. Harry Colvocoresses noted that in section a. under unfinished business the wording should have been, motion to go into executive session and when ending executive session the wording should have been, motion to come out of executive session. Bob Miller motioned to accept the minutes as corrected. Sandra Becker seconded, motion passed.

**Bills and Communications:**

A pamphlet was received from the Office of the Treasurer for the State of Connecticut indicating the date and time of the 17<sup>th</sup> Annual Investor Meeting. An engagement letter was received from Maletta & Company regarding the upcoming audit. Harry Colvocoresses motioned to hire Maletta & Company to do the audit. Judd Milani seconded the motion. Motion passed.

**Private Grants:**

Sandra Becker signed the letter to the Seherr-Foundation completing the required steps for the twenty thousand dollar appliance grant received by the Housing Authority. Sandra Becker also completed the information needed to request an additional grant for appliances at Bantam Falls

**Treasurers Report:**

Bob Miller had nothing to report at this time.

**Managers Report:**

Don Hill reported there is one vacancy at Wells Run. A tenant in Wells Run is substantially behind in his rent. A letter was sent to him giving him a deadline for either payment or a payment arrangement or face eviction. After discussion it was decided that if eviction is necessary the Authority would hire a local attorney. The question of repairing or taking down the damaged trellis at Bantam Falls was discussed and it was decided to take it down completely. Bob Lajoie asked if he could do the spring cleanup on the grassy areas. Those present felt that it is better left for the landscaper to do. A number of residents asked if the lines in the parking lot could be painted this spring. After discussion it was decided to put that on hold at this time.

**Financial Reports:**

Nothing to report at this time.

**Unfinished Business:**

a. Harry Colcovoreesses motioned to go into executive session to discuss the settlement agreement. Bob Miller seconded the motion. Motion passed. Harry Colcovoreesses motioned to come out of executive session. Sandra Becker seconded the motion. Motion passed.

- b. The FEMA emergency grant is pending receipt of the check.
- c. Bob Miller has not received any information from West State regarding new more energy efficient circulator pumps. Prior to entering into a new contract with West State other heating contractors will be asked for bids.
- d. Bob Miller looked further into the issue of security cameras and found kits are available at costs of \$700.00 and up depending on the picture quality etc. Harry Colcovoreesses will check with CONN-NAHRO to see if any other Housing Authorities have had experiences with security cameras.
- e. Recruiting the aid of an accountant is on hold until May.
- f. D. J. Hall had submitted a proposal of \$1,140.00 to inspect all decks, railings and supports and report the condition and make recommendations as to needed repairs. Bob Miller motioned to go forward with the inspection. Judd Milani seconded the motion. Motion passed. Harry Colcovoreesses will check with CHFA to find out if we can use the money in the APTS account to cover the cost of needed repairs.
- g. The extra siding at Wells Run will be brought to Bantam Falls today and stored in the garage.
- h. Harry Colcovoreesses will get clarification on withdrawal restrictions for the APTS account from CHFA.
- i. Bob Miller researched the brand of copier at Wells Run and based on his findings felt it is worth repairing. Harry Colcovoreesses make a motion not to repair the copier and instead purchase a new one. With no second to the motion the motion did not carry. Barbara Spring motioned to repair the present copier. Bob Miller seconded the motion. With four votes in favor and one against the motion passed.

**New Business:**

Bob Miller noted that the sewer pipe at Wells Run with the break in it is near a water main. He also noted that water usage is up and there is the possibility that the water main has a leak and is finding it's way into the sewer system via the break in the sewer pipe. He will contact Aquarian Water Company to ask if they will test the area for leaks.

Bob Miller also noted that the electric consumption at Wells Run was extremely high and felt if this continues it might be wise to have an energy survey conducted.

Bob Miller had received information regarding Mac-Gray Laundry services and thought it might be worth looking into the costs and percentage of money returned to the Authority etc.

Bob Miller asked Don Hill to look up the oil contract with Bantam Fuel to find out when it expires and to check fuel prices of other fuel companies.

Bob Miller made a motion to adjourn. Sandra Becker seconded the motion. Motion passed.

Meeting adjourned 3:10 PM.