

LITCHFIELD HOUSING AUTHORITY
REGULAR MEETING, FEBRUARY 14, WELLS RUN

Called to order at 1:04 PM by Chairperson Barbara Spring.

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

Minutes for the January 24, 2012 meeting were presented. Sandra Becker noted that the minutes should indicate Vice Chairperson Sandra Becker called the meeting to order. Also noted was in the second sentence in the managers report the word have, should be having. Bob Miller motioned to accept the minutes as corrected. Sandra Becker seconded, motion passed.

Bills and Communications:

CHFA sent a notice of a Housing Authority Annual Report that must be completed by March 1, 2012.

Treasurers Report:

Bob Miller reported that he spoke with an account regarding future accounting methods and possible changes in an attempt to clarify the monthly reports while still meeting CHFA requirements.

Managers Report:

Don Hill reported the two vacancies at Bantam Falls are spoken for. A unit at Wells Run is vacant and should be rented by the end of the month. The appliances for Wells Run and eleven for Bantam Falls will be delivered next week. We have received the estimate for the light pole that was damaged at Bantam Falls and passed it on the person's insurance carrier. The Town has taken the branches along the roadway away at Bantam Falls. With regard to the water leak into the sewer system at Wells Run, American Rooter inserted a camera into the sewer pipe and found it to be a break at a connection. They can repair it from the inside thus eliminating the need to excavate the area. Bob Miller suggested that the extra siding at Wells Run be brought to Bantam Falls and placed in the garage for storage. He also contacted Bantam Electric to look into putting the lights at Wells Run on a photocell. After discussion of the decks, railings and supports at Bantam Falls it was decided to ask D.J. Hall to do a safety check and report his findings.

Financial Reports:

While there were no reports to review at this time Bob Miller asked if we need CHFA's approval to withdraw the funds in the APTS account at this time and do we still need to put \$990.00 aside each quarter. Don Hill will get clarification.

Unfinished Business:

- a. Sandra Becker and Harry Colvocorresses attended a hearing at the Litchfield Court House in an attempt to settle a legal issue. Bob Miller motioned to adjourn to executive session at 1:33 PM. Sandra Becker seconded the motion. Motion passed. Bob Miller motioned to end executive session at 2:21 PM. Judd Milani seconded the motion. Motion passed.
- b. Barbara Spring reported that the generator is not yet hooked up. She will continue to request that Peter Testa of Wagner Associates follow up until the project is complete.
- c. The rental flyer is on hold at this time.
- d. Sandra Becker requested that a notice be delivered to all tenants and placed on the bulletin boards making it clear that the new carpeting at Bantam Falls and new appliances is due to the generosity of the Seherr-Thoss Foundation through the grants they have given us.
- e. Don Hill will be meeting with representatives of FEMA Thursday afternoon.
- f. Bob Miller reported that according to Fran Delany of West State Mechanical our boilers should last about fifty years. They are the modular type that allow parts to be replace as needed without the need to replace the complete boiler. He did however state that the circulators could be upgraded to a more efficient type.
- g. Bob Miller met with an electrician regarding installation of security cameras in the hallways at Bantam Falls. The suggestion was to install approximately twelve cameras. Without monitoring the estimated cost is in the neighborhood of \$7,000.00. Sandra Becker will look into the legality of installing cameras. It was suggested that a notice go out to all residents inviting them to the next meeting at Bantam Falls so they may voice their feelings with regard to installing cameras.

New Business:

Bob Miller brought up the subject of bulky waste. Due to the amount of large items left along side the dumpsters it was decided to charge residents a \$25.00 service fee plus the cost the Town charges for the item(s) to be place in the dump.

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

Meeting adjourned 3:51 PM.

Don Hill, Property Manager

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