Called to order at 1:02 PM by Chairperson Sandra Becker

Commissioner’s present: Sandra Becker, Tom McClintock, and Bob Miller.

Commissioners absent: Barbara Spring and Ruth Torizzo (Resident Commissioner).

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

Tenant’s present: Jean Adams (BF unit 7), Peggy Isley (BF unit 21), Herb Siegel (BF unit 36), Cheryl Stoughton (BF unit 5), Bonnie Palmer (BF unit 2), Mickey Crow (BF unit 12), Barbara Littell (BF unit 25) and Eileen Mitchell (BF unit 3).

Minutes:

Corrections to Minutes Regular Meeting July 27, 2021. On the second page, second paragraph, the word “roll” should be “role.”

On the second page under “Financial Report” The word “Right” should be “Write.”

On the third page under “Inspection od Grounds” the word “motion” should be “Motion.”

Tenant Comments/Questions:

Bonnie Palmer expressed concerns regarding another resident at Bantam Falls. These concerns were regarding parking, porch clutter, approaching visitors and contractors.

Herb Siegel had concerns about mask wearing at Bantam Falls.

Peggy Isley mentioned that she would have the tree by her porch removed.

Tenant Commissioner’s Report:

Nothing to report at this time.

Bills and Communications:
Jim Simoncelli Jr. stated that he will be attending the CONN-NHARO Convention this year on August 22 – 25, 2021 at Mohegan Sun in Connecticut.

Grants / Fundraising:

a. Seherr-Thoss Foundations – Nothing to report at this time.

Report of the Executive Director:

Jim Simoncelli Jr. stated that the landscaping company, Strictly Gardens, did a wonderful job of weeding the front and back flower beds and trimmed multiple bushes and trees at Bantam Falls. Next spring, they will be maintaining all the gardens at Bantam Falls.

Jim Simoncelli Jr. stated that the current contract with the LHA laundry machine company (CSC Service Works) is ending. Jim Jr. said that if the contract is not extended it will give the LHA more options moving forward. Motion made by Tom McClinton to sign a letter to send to CSC Service Works to not extend our contract which expires June 2022. Motion seconded by Bob Miller. Motion passed.

Jim Simoncelli Jr. handed out a memo for the Board to review, regarding the clutter surrounding the building and in the breezeways at Wells Run. The letter also mentioned what items are acceptable to have in those areas. Motion made by Tom McClintock to have the memos handed out to the residents at Wells Run. Motion seconded by Bob Miller. Motion passed.

Jim Simoncelli Jr. thanked everyone for wearing masks. He then stated that the Litchfield Housing Authority will follow the decision made by the Litchfield Board of Selectman regarding mask guidelines.

Financial Report:

Jim Simoncelli Jr. presented the following financial reports for July 2021:
Transaction List by Vendor July 2021, bank balances for operating account, grant holding account, pet security account, STIF account for period ending July 31, 2021.
After a brief discussion, motion made by Tom McClintock to accept the Financial Report for July 2021 as presented. Motion seconded by Bob Miller. Motion passed.

Inspection of Grounds: - After an inspection was done on the grounds at Bantam Falls, it was determined that two pine trees and several locust trees need to be removed. Once removed, smaller flowering trees should be planted as soon as possible.

Motion made by Tom McClintock to have the trees removed and replaced with flowering trees next Spring. Motion seconded by Bob Miller. Motion passed.
Sub-Committees

- Grounds / Facility Inspection – Tom Mclintock said that the grounds and flower gardens look very nice at Wells Run. Tom also had a concern about an unregistered vehicle in the parking lot of Wells Run.

Unfinished Business

- LHA Policies and Procedures
  - Procurement Policy – Nothing to report at this time.
  - Tenant Selection Policy – Nothing to report at this time.

- Resident Manual – Nothing to report at this time.

- Bantam Falls Balcony/Porches – Jim Simoncelli Jr. presented samples to the Board of Econodeck which is a waterproof vinyl decking. Jim Jr. is searching for a solution and a material to use to replace the existing decking material on the second-floor balconies.

  Motion made by Bob Miller to obtain the material selected pending on Jim Jr. getting a discounted price. Motion seconded by Tom McClintock. Motion passed.

  New Business: - Nothing to report at this time.

Tabled Items:

- Creating a 501C3 – After a brief discussion, it was decided by the Board that it is a necessity to begin the process to create a 501C3 for the LHA as soon as possible.

- Wells Run Sign – Nothing to report at this time.

Executive Session:

  Motion made by Tom McClintock to enter into executive Session. Motion seconded by Bob Miller. Executive session was entered into at 3:01 PM.
  Motion made by Tom McClintock to exit from Executive Session. Motion seconded by Bob Miller. Motion passed. Executive session ended at 3:31 P.M.

  No action was taken.

Adjournment

  Motion made by Tom McClintock to adjourn meeting. Motion seconded by Bob Miller. Motion passed. Meeting adjourned at 3:45 P.M.
Respectfully Submitted,

Jim Simoncelli Jr.
Executive Director
Litchfield Housing Authority