

LITCHFIELD HOUSING AUTHORITY
REGULAR MEETING AUGUST 23, 2022

1:00 PM

REMOTE MEETING BY LIVE INTERNET VIDEO STREAM AND TELEPHONE

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

Commissioners present Sandra Becker, Barbara Spring, Michael Lyn Capello, and Ruth Torizzo.

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

Others present: Denise Rapp

Tenants present: No tenants were present.

Tenant Comments/Questions:

Nothing to report at this time.

Tenant Commissioner's Report:

Nothing to report at this time.

Minutes:

Corrections to minutes Regular Meeting July 12, 2022, the date at the heading read June 14, 2022 when it should have read July 12, 2022.

Motion made by Barbara Spring to accept the minutes from July 12, 2022 as corrected. Motion seconded by Ruth Torizzo. Motion passed.

Corrections to minutes from Special Meeting August 3, 2022. Under "Commissioners" the name of the funeral home should be spelled "Rowe". Under "Treasurer", "Motion seconded by Ruth Torizzo. Motion passed," should be added.

Motion made by Barbara Spring to accept the minutes from Special Meeting August 3, 2022 as corrected. Motion seconded by Ruth Torizzo. Motion passed. One Commissioner abstained.

Bills and Communications:

Jim Simoncelli Jr. reminded the Commissioners that the CONN NARRO Convention is being held August 28 through August 31, 2022 at the Mohegan Convention Center.

Grants / Fundraising:

- a. Community Development Block Grant (CDBG)
 - i. Bantam Falls Rehab Project – Jim Simoncelli Jr. stated that the LHA should hear about the funding on or around September 19, 2022.
- b. Seherr-Thoss Foundation
 - i. Wells Run Sign – Jim Simoncelli Jr. stated that the new sign for Wells Run has been received and that the new lights for the sign have been ordered.
- c. Critical Needs
 - i. Well Run
 - 1. Alarm System / Erosion – Jim Simoncelli Jr. stated that LHA was earmarked almost \$92,000 from CHFA to replace the alarm system and repair the erosion problem at Wells Run.
- d. ARPA - Jim Simoncelli Jr. is preparing documents to present to the Town of Litchfield ARPA committee to purchase the land to adjacent to Wells Run.

Report of the Executive Director:

Jim Simoncelli Jr. said that there is a positive Covid case at Bantam Falls and that the Community Room will be closed until Monday, September 29, 2022.

Jim Simoncelli Jr. reported that the White Memorial Foundation is doing some work by the entrance of Wells Run.

Jim Simoncelli stated that there will be an election to vote on the new Tenant Commissioner on Wednesday, September 21, 2022. Jean Adams (Unit 7) from Bantam Falls was the only resident to submit a petition to get her name on the ballot for the election. Representatives from the League of Women's Voters will be running the election.

Financial Report:

Jim Simoncelli Jr. presented the following financial reports for July 2022:

Transaction List by Vendor July 2022, bank balances for operating account, STIF account statement, grant holding account, pet security account for period ending July 31, 2022.

After a brief discussion, motion made by Barbara Spring to accept the Financial Report for July 2022. Motion seconded by Ruth Torizzo. Motion passed.

Capital Improvements - Ongoing Projects

Nothing to report at this time.

Unfinished Business

- A. LHA Policies and Procedures

- i. Procurement Policy – Nothing to report at this time.
- ii. Tenant Selection Policy – Nothing to report at this time.
- iii. Grounds / Breezeway Policy – Nothing to report at this time.

B. Resident Manual – Nothing to report at this time.

C. Creating a 501C3 – Nothing to report at this time.

New Business:

Executive Session

Motion made by Barbara Spring to enter into Executive Session. Motion seconded By Michael Lyn Cappello. Motion passed. Executive Session was entered into at 1:51 PM.

Motion made by Barbara Spring to exit out of Executive Session. Motion seconded by Ruth Torizzo. Executive session ended at 2:10 PM.

No action was taken.

Adjournment

Motion made by Barbara Spring to adjourn meeting. Motion seconded by Ruth Torizzo. Motion passed. Meeting adjourned at 2:11 P.M.

Respectfully Submitted,

Jim Simoncelli Jr.
Executive Director
Litchfield Housing Authority