

LITCHFIELD HOUSING AUTHORITY
REGULAR MEETING OCTOBER 24, 2023

1:00 PM

BANTAM FALLS COMMUNITY ROOM

Called to order at 1:08 PM by Chairperson Sandra Becker.

Commissioners present: Sandra Becker, Michael Lyn Cappello and Jean Adams (Tenant Commissioner).

LHA Employees present: Executive Director Jim Simoncelli Jr.

Tenants present: Eileen Mitchell (BF unit 3), Ruth Torizzo (BF unit 13) and Carol Kent (BF unit 14).

Tenant Comments/Questions: Nothing to report at this time.

Tenant Commissioner's Report: Nothing to report at this time.

Minutes:

Correction to minutes Regular Meeting September 26, 2023. On the first page under Election of Officers, the name "Michela" should be "Michael". Motion made by Micheal Lyn Cappello to accept the minutes from Regular Meeting on September 26, 2023 as amended. Motion seconded by Jean Adams. Motion passed.

Bills and Communications:

Sandra Becker stated that she attended the Chair Share Event. Chairman from different Town boards and charitable organizations throughout town were all invited. Each Chairman got a few minutes to speak about their respective Board or organization.

Jim Simoncelli Jr. stated that he attended an in-person Small PHA Committee Meeting at CHFA Headquarters in Rocky Hill. The topic of the Small PHA Meeting was the Affirmative Fair Housing Marketing Plan. The event was well attended.

Jim Simoncelli Jr. stated he and Chairman Sandra Becker attending the Annual Housing Summit held at the Warren Town Hall on Monday, October 23, 2023. The Housing Summit was a gathering of housing authorities and non-profits to speak about their upcoming new constructions projects. Among the distinguished guest were, from the CT Department of Housing was Housing Commissioner Seila Mosquera-Bruno, State Representative Michelle Cook and Maria Horn, among others.

Jim Simoncelli Jr mentioned that he will be attending Reimagining Housing Solutions In a Post-Pandemic Connecticut on Thursday, November 2, 2023.

Grants / Fundraising:

- a. Community Development Block Grant (CDBG)

- i. Bantam Falls Rehab Project – DOH has released the funds for the project.
- b. Critical Needs
 - i: Wells Run
 - 1. Alarm System – Jim Simoncelli Jr. stated the work is complete and will be tested by the end of the week.
 - 2. Erosion – Nothing to report at this time.
- c. DEP (Development Engagement Process) – Nothing to report at this time.

Report of the Executive Director

Jim Simoncelli Jr. stated that he is attempting to find out who owns the propane tanks at wells run that provide propane to the generator for the sewer pump. The LHA and current propane provider have no record of ownership of the tank. Jim will keep investigating the ownership of the tank.

Jim Simoncelli Jr. mentioned that there was a severe water leak in unit E-4 at Wells Run. Jim reported that BluSky Restoration has made significant progress on the rehabilitation of the unit.

Jim Simoncelli Jr. reported that there are two vacancies at Bantam Falls and one vacancy at Wells Run.

Jim Simoncelli Jr. mentioned that he is attempting to give a presentation, sponsored by the Litchfield/Morris Rotary Club, on SCAMS at the Bantam Falls Community Room. The target date would be November 17, 2023, more details to follow.

Jim Simoncelli Jr. stated that if residents need new voters registration cards that he and RSC Janice Connor have them. Jim Jr. also reported that the Town of Litchfield bus will be stopping at Bantam Falls and Wells Run to bring residents to the polls on voting day. See postings for more information.

Financial Report:

- a. September 2023 – Jim Simoncelli Jr. presented the following financial reports for September 2023: Transaction List by Vendor September 2023, bank balances for operating account, STIFF account, grant holding account, and pet security account, all accounts were period ending September 30, 2023. After a brief discussion, motion made by Jean Adams to accept the Financial Report for September 2023 as presented. Motion seconded by Michael Lyn Cappello. Motion passed.

New Business

Nothing to report at this time.

Unfinished Business

- A. LHA Policies and Procedures
 - i. Procurement Policy – Nothing to report at this time.

B. Resident Manual

i. Final Draft – Jim Simoncelli Jr. will send the Resident Manual to print the week of October 30, 2023.

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

D. Breezeway / Grounds at Wells Run – Nothing to report at this time.

E. Immovable / Inoperable Vehicles – Nothing to report at this.

F. Rental Deposits – Nothing to report at this time.

Executive Session

- a. Potential Litigation – Motion made by Michael Lyn Cappello to enter Executive Session. Motion seconded by Jean Adams. Motion passed. Executive Session was entered at 2:13 P.M.

Motion to exit out of Executive Session was made by Michael Lyn Cappello. Motion seconded by Jean Adams. Motion passed. Executive Session ended at 2:46 P.M.

No action was taken.

Next meeting: Special Meeting, Thursday, November 30, 2023 1pm Wells Run Community Room.

Adjournment

Motion made by Michael Lyn Cappello to adjourn meeting. Motion seconded by Jean Adams. Motion passed. The meeting was adjourned at 2:57 P.M.

Respectfully Submitted,

Jim Simoncelli Jr.
Executive Director
Litchfield Housing Authority