

Montville Housing Authority Meeting Notes

**January 17, 2023
Independence Village**

1. Call to Order-5:31 PM
2. Roll Call-All Present
3. Remarks from Tenants-
 - a. What's happening with stop signs at Independence, People blow through signs, dangerous. The Commission will ask Public Works what can be done.
 - b. A tenant proposed a bill of Senior right, the tenant was asked to send a copy of her proposed bill to Shirley and it would be evaluated at the next meeting.
 - c. Hot water heaters are old-Shirley will have someone from maintenance check the date on the water heater.
 - d. Tenant does not want doors locked in community building-Building will remain locked, accessible by key fob that all tenants have, for safety reasons.

- e. Tenant asked to see the annual report Shirley wrote about MHA-was informed that it will be in a book of annual reports at town hall in February.
- 4. Remarks from Public-none
- 5. Approval of Minutes-Add PILOT to 9A. Joe Jaskiewicz motioned, Dee Morton seconded, All in favor. Motion carried.
- 6. Approval of Payment of Bills- John Szarzynski motioned, Angela Sherbanee seconded, All in favor. Motion carried.
- 7. Correspondence-New fee accountant is approved to look at all financial data.
- 8. Reports
 - a. Account Balances
 - i. Dime-\$6,092.23
 - ii. Citizens-\$122,688.10
 - iii. Money owed \$4,170.41
 - iv. One outstanding KAPA
 - v. The Commission voted to remove a \$25 late fee from 4 years ago, All were in Favor.
 - b. Occupancy- Only one unit, 44, is unoccupied.
- 9. Old business

- a. Audit is still ongoing
 - b. IT is still working on computers, making progress
 - c. Still working on bylaws
10. New Business
- a. Doors being locked-someone is leaving the laundry room door unlocked by clipping system. Doors will remain locked at all times. Maintenance will look into it.
 - b. Plan to do one HVAC and one shower a month- Joe Jaskiewicz motioned, Dee Morton seconded, All in favor, motion carried.
 - c. Recertifications-12 tenants have not turned in recertifications, Shirley will send notices.
 - d. CPA Merrick & Associates LLC-new fee accountant.
 - e. Progress with computers should be functioning at the end of month. IT has installed firewalls at each property.
 - f. Sidewalks completed for safety, they are ADA and OSHA compliant. Company will come back in Spring to reassess and finish the project.
 - g. Budget-Shirley is working on
 - h. Starting process to go on Town Water-Shirley wants to look into is it feasible and cost efficient to go on town water.

- i. Find a third party organization to implement a system to detect smoking in units.
- 11. Remarks from Public-none
- 12. Remarks from Commissioners
 - a. Angela Sherbanee informed tenants that Cathy Osten is introducing a bill in the legislature to fund \$200,000 to make bathrooms ADA compliant and replace HVAC in all units.
 - b. Dee Morton explained to tenants that for day to day operations the tenants needed to go to Shirley. The commission is here to work on big items and approve funding, not the maintenance or daily operation of the MHA.
- 13. Executive Session 6:48 PM to 6:58 PM
- 14. Adjourn-6:58 PM