

HOUSING AUTHORITY
TOWN OF MONTVILLE

MINUTES OF MEETING OF MAY 15, 2012

1. CALL TO ORDER

Its Chairman called the regular meeting of the Housing Authority to order at 5:05 PM on May 15, 2012 in the community room at Freedom Village.

2. ROLL CALL

Present were Commissioners Fecher, Roemmele, Thomes, and Waters. Prospective Commissioner Sullivan was also present as was the Executive Director.

3. REMARKS FROM TENANTS: No remarks.

4. REMARKS FROM PUBLIC: No remarks.

5. APPROVAL OF MINUTES

MOTION by Commissioner Fecher, seconded by Commissioner Thomes to approve the minutes of 4/17/12 as submitted. Voice vote. All in favor. MOTION CARRIED.

6. APPROVAL OF PAYMENT OF BILLS

The following bills were submitted for approval of payment:

PAID IN APRIL

C L & P	36.89	Final bills, #'s 14 & 15
Jay's Sewer Rooter	125.00	Clear lav drain #29
Norwich Plumbing	106.65	Replace shower valve #14
Maintenance USA	77.22	Stove parts
T. Gray	697.50	Prepare #71 for re-rent
Lathrop Brothers	306.00	Replace laundry room handle & lock, IV; maintenance 4/2-4/20

PAID IN MAY

Payroll	4250.00	5 weeks
A T & T	567.86	May bills
Metrocast	1760.00	May bill
CT Comptroller, MERF	469.56	HA - \$393.04; employee - \$76.52
Town of Montville	1484.53	May health insurance
C L & P	1213.28	April bills
Montville Hardware	23.19	Tools, keys, sink trap
T. Gray	360.00	Clean IV & FV Community Centers
G M Construction	350.00	Mow, trim, and rake IV
A & R Appliance	257.00	Replace evaporator in refrigerator #2
Sterling Superior	341.00	April service
Irish Spring Water	300.00	Fill IV ws storage tank, well pump motor
The Hartford	3260.00	Workman's Comp Insurance 5/1/12-5/1/13
R. Spiess	558.00	Maintenance 4/30-5/4; WRAP; well pump motor failure
G M Construction	700.00	Mow, trim, & rake IV & FV
Depot Pump	2297.56	Replace well pump motor IV and rewire pump
T. Gray	592.50	Prepare apt. 33 for re-rent
Waltham Services	210.00	May service

6. APPROVAL OF PAYMENT OF BILLS continued

R. Spiess	405.00	Maintenance 5/7-5/11; WRAP
Renaldi's BP	118.32	Gas for lawn mower & weed whacker
Federal tax deposit	<u>1139.68</u>	HA - \$379.42; employees - \$760.26,
	\$22,006.74	

O & M - \$16,058.53; RMR - \$5,111.43; Employees - \$836.78

MOTION by Commissioner Thomes, seconded by Commissioner Roemmele to approve payment of bills as submitted. Voice vote. All in favor. MOTION CARRIED

7. CORRESPONDENCE

From ConnNAHRO, notice of current law governing Tenant Commissioner selection

4/16/12 From Fire Marshal's Office, notice of violation of 2 blocked egress doors at FV found during semi-annual inspection and notice of no violations at IV

4/19/12 From HA to tenant in #57, a letter regarding violation of lease agreement

4/30/12 From STIF, notice of April interest of \$50.19 and confirmation of balance of \$363,322.79

4/30/12 From Citizens Bank, notice of interest of \$0.77 and confirmation of balance of \$18,895.81

8. REPORTS

A. ACCOUNT BALANCES: Checking account balance is \$98,534.70. STIF account balance is \$363,322.79 and Citizens Money Market account balance is \$18,895.81, bringing total cash reserve to \$382,218.60.

B. OCCUPANCY: All units are occupied. #30 was vacated as of 5/15 (tenant went to convalescent facility), but the handicapped-accessible unit will be occupied right away.

C. TENANT PROBLEMS: Nothing pressing at this time. The situation with tenant in #57 is scheduled to improve.

D. ACCESS (WRAP) PROGRESS: ED reported that the building inspector has approved the remedial electrical work on the heat pump units. There has been no further information regarding the rest of the project, including light fixtures, refrigerators, or IV windows.

E. IV GENERATOR: The new generator has not been installed at Mohegan Fire Co. yet, so HA is still waiting.

F. COMMISSIONERS' APPOINTMENTS: ED reported that Mr. Sullivan's appointment was on the agenda for the May 14th meeting of the Town Council. Evidently the hold up had been that the clerk was not aware Mr. Sullivan had been interviewed by the Council at the same time Commissioner Roemmele was interviewed. ED will supply the forms necessary for his being sworn in by the Town Clerk.

G. FIRE MARSHAL INSPECTION: ED reported that the violations cited for units 46 and 57 had been corrected.

H. FILING CABINET PURCHASE: ED reported that she had been able to obtain filing cabinets with casters and bonus of fire-proof storage units for much less than anticipated. The cost for all material and delivery will be \$5,078. Delivery is anticipated at any time.

9. OLD BUSINESS

A. GENERATOR PURCHASE FOR FV (TABLED FROM DEC., 2012 MEETING)

No information. No action

10. NEW BUSINESS

No new business

11. REMARKS FROM PUBLIC

No remarks.

12. REMARKS FROM COMMISSIONERS

No remarks.

13. ADJOURN

MOTION by Commissioner Fecher, seconded by Commissioner Roemmele to adjourn at 5:55 PM. Voice vote. All in favor. MOTION CARRIED.

Respectfully submitted,

Carol J. Lathrop, Executive Director

10. NEW BUSINESS: No new business.

11. REMARKS FROM PUBLIC: No remarks.