

HOUSING AUTHORITY
TOWN OF MONTVILLE

MINUTES OF MEETING OF APRIL 16, 2013

1. CALL TO ORDER

Its Chairman called the regular meeting of the Housing Authority to order at 5:07 PM on April 16, 2013 in the community room at Freedom Village.

2. ROLL CALL

Present were Commissioners Fecher, Roemmele, Sullivan, Thomes, and Waters. The Executive Director was also present.

3. REMARKS FROM TENANTS: No remarks.

4. REMARKS FROM PUBLIC: No remarks.

5. APPROVAL OF MINUTES

MOTION by Commissioner Fecher, seconded by Commissioner Sullivan to approve the minutes of March 19, 2013 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 MARCH

R. Spiess	261.00	Maintenance 3/18-3/22; Purchase 2 ranges, install 1 #4
The Granite Co.	61.05	Calcite - filter media ws - FV
D J. McCarthy	1001.95	HW htr element #48; tub valve #16; service filters, FV ws
Keith's Appliances	838.00	2 ranges

PAID IN APRIL

Payroll	3568.00	4 weeks
Federal Tax deposit	1322.95	HA - \$359.46, employees - \$963.49
A T & T	224.19	April bills
Metrocast	1860.00	April bill
CT MERF	500.95	HA - \$420.67, employee - \$80.28
Town of Montville	1484.53	April health insurance
C L * P	1521.35	March bills
Tenants, #'s 1,5,11,16,18,20,24,28	180.00	Rear light operation, 2nd quarter
R. Spiess	369.00	Maintenance 3/25-3/29; bath faucet #1; new vanity #67
Montville Hardware	19.35	Nails, lite bulbs, roof cement
Sterling Superior	341.00	March service
Sherwin Williams	216.99	Paint
Commissioner, Rev. Svces	520.00	1st quarter CT withholding
R. Spiess	324.00	Maintenance 4/1-4/5; bath faucet #4; new kitchen lite #23
C. Lathrop (reimburse)	174.30	Trifold towels, bath tissue, garbage bags, 9-volt batteries
Groton Utilities	80.00	IV monthly physical sample
T. Gray	960.00	Prepare #'s 64 & 69 for re-rent
R. Spiess	333.00	Maintenance 4/8-4/12; new range & refrigerator #64; new bathroom fixture #59
Waltham Services	218.00	April service
Adm., Unemployment Comp	294.28	1st quarter assesement
Beaver Electric	<u>2171.19</u>	Install ventilation system, FV WS pit

6. APPROVAL OF PAYMENT OF BILLS continued

Robert Spiess 50.00 Reimburse for refrigerator deliveries
\$18,895.08

RMR - \$5,101.13; O & M - \$12,230.18; Employees - \$1,563.77

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

7. CORRESPONDENCE

- 3/25/13 From RECAP, copy of Capital Plan Questionnaire Results
- 3/30/13 From AT & T, notice that the monthly telephone bill for 848-1957 (FV office) has been reduced to \$45.10
- 3/31/13 From STIF, notice of April interest of \$24.35 and confirmation of balance of \$363,857.79
- 3/31/13 From Citizens Bank, notice of April interest of \$0.32 and confirmation of balance of \$18,902.86
- March From CT Unemployment Ins., Notice that special assessments will be due in August
- March From Citizens Bank, a telephone call advising that the special coverage for deposits over \$250,000. has been removed
- 4/02/13 From Groton Utilities, satisfactory test results of IV monthly physical water sample
- 4/10/13 From CT Dept. of Public Health, a very satisfactory sanitary survey report for IV

8. REPORTS

- A. ACCOUNT BALANCES: Checking account balance is \$76,468.79. STIF account balance is \$363,857.79 and Citizens Money Market account balance is \$18,902.86, bringing total cash reserve to \$383,760.65.
- B. OCCUPANCY: At this time, #64, a handicapped-accessible unit has been rented. Unit 73 was vacated as of April 15. #69, a double occupancy unit is vacant and unit #57 is scheduled to be vacated.
- C. TENANT PROBLEMS: Nothing new to report.
- D. ACCESS (WRAP) PROGRESS: Nothing new to report.
- E. IV GENERATOR: Service station equipment is scheduled to complete its work tomorrow.
- F. A T & T BASIC MONTHLY CHARGES: ED reported that the basic charges have been reduced for both main numbers and the April bill had a credit of \$440.45 to offset overcharges.
- G. HEALTH DEPARTMENT INSPECTION, IV WS: As reported in correspondence.
- H. QUARTERLY REPORT: ED reported that the 1st quarter loss was \$12,681.07 which was due to snow removal being recorded all in one quarter. It is a seasonal loss. She also noted the RMR account now has a balance of \$441,049.04. Most of the income and expense account are close to the budgeted amounts.

9. OLD BUSINESS

A. AUTHORIZE CONSTRUCTION OF NEW RECYCLING CONTAINMENTS

ED reported that we have a more accurate estimate of the cost of the containments which will have concrete pads and a three-sided vinyl fence. She estimates the cost to be about \$5,000. for the six locations. MOTION by Commissioner Fecher, seconded by Commissioner Thomes to authorize construction of the 6 containment areas. Voice vote. All in favor. MOTION CARRIED.

10. NEW BUSINESS

A. CONSIDER FENCING IN FV GENERATOR (TABLED): No action.

B. RESOLUTION ADOPTING NEW INCOME LIMITS

Chairman Waters introduced the following RESOLUTION:

Where it is desirable and in the best interest of the State of Connecticut, the Housing Authority of the Town of Montville, and the elderly citizens of the State of Connecticut, BE IT HEREBY RESOLVED THAT:

1. Effective April 16, 2013, the Maximum Income Limits for Application to all applicable State-assisted Elderly and Congregate Elderly Housing Facilities owned by the Housing Authority of the Town of Montville shall be the low income listed in the area in which such housing facility is located based on the latest US Department of Housing and Urban Development's published public housing guideline.

2. The maximum income allowable for occupancy is:

For one person \$45,100.00 and for two persons \$51,550.00

3. This resolution rescinds and replaces any and all previous resolutions establishing Maximum Income Limits for application and Continued Occupancy for all applicable State-assisted Elderly and Congregate Elderly housing owned by the Housing Authority of the Town of Montville.

MOTION by Commissioner Roemmele, seconded by Commissioner Sullivan to adopt the RESOLUTION as introduced. Roll call vote. Voting aye: Commissioners Fecher, Roemmele, Sullivan, Thomes, and Waters. THE RESOLUTION IS ADOPTED.

11. REMARKS FROM PUBIC: No remarks.

12. REMARKS FROM COMMISSIONERS: No remarks.

13. ADJOURN

MOTION by Commissioner Fecher, seconded by Commissioner Thomes to adjourn at 5:40 PM. Voice vote. All in favor. MOTION CARRIED.

Respectfully submitted,

Carol J. Lathrop
Executive Director