

HOUSING AUTHORITY
TOWN OF MONTVILLE

MINUTES OF MEETING OF MAY 20, 2014

1. CALL TO ORDER

Its Chairman called the regular meeting of the Housing Authority to order at 5:07 PM on May 20, 2014 in the Community Room at Freedom Village.

2. ROLL CALL

Present were Commissioners Fecher, Roemmele, Sullivan, and Waters. Commissioner Thomes was absent with cause to celebrate her 92nd birthday. The Executive Director was also present.

3. REMARKS FROM TENANTS: There were no remarks.

4. REMARKS FROM PUBLIC: There were no remarks.

5. APPROVAL OF MINUTES

MOTION by Commissioner Sullivan, seconded by Commissioner Roemmele to approve the minutes of April 15, 2014 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

Sherwin Williams	187.45	Paint
R. Spiess	180.00	Maintenance 4/14-4/18
Jay's Sewer Rooter	125.00	Clear sewer line to main #20
Beaver Electric	3008.47	Repair FV generator transmitter line; install new street light pole with concrete barrier - FV
Metrocast	1960.00	
Theodore Gray	517.50	Prepare #65 for re-rent
A T & T	337.86	April bills
CT Comptroller, MERF	533.33	April contribution
Town of Montville	1484.53	May health insurance
C L & P	1707.01	April bills
R. Spiess	234.00	Maintenance 4/21-25; Install kitch faucet #18, shower head #22
Sterling Superior	341.00	
Shipman's Fire Equipment	14.00	Liquid smoke for smoke detector testing

PAID IN MAY

Payroll	4685.00	5 weeks
R C Knox	6116.00	Workmen's Compensation Insurance, 5/1/14-5/1/15
R. Spiess	324.00	Maintenance 4/28-5/2; new exhaust fan motor - 33; shower head #24
Montville Hardware	23.17	Keys, screws, baseboard adhesive
Home Depot	63.62	Floor finish
Waltham Services	226.00	May service
Lathrop Brothers	414.00	Carpentry repairs, April
Dawn Latham	12.00	Rear light operation, 2nd quarter - May & June (new tenant)
Postmaster	98.00	200 forever stamps (postage)

Carol Lathrop (reimburse)	57.12	Travel to Rocky Hill re: Recap
C L & P	84.30	Final bill - unit 24
R. Spiess	306.00	Maintenance 5/5-5/9; Rocky Hill Recap session, kit. fau #51
Bozrah Hardware	91.78	Mower battery, oil, oil filter, air filter, fuel filter
P & J Trucking	334.43	Empty unit 31 and garden shed of junk & furniture
D.J.McCarthy Plumbing	1085.25	Service FV WS filters; install relief valve on main pump, FV WS and hw htr thermostats in 22, 33, 34
T. Gray	757.50	Prepare #31 (huge job) for re-rent
Internal Revenue Service	1422.06	HA - \$391.03, Employees - \$10731.03
CT Revenue Svces	180.00	April withholding
G M Construction	800.00	Mow, weed-whack, rake & pick up grass, 1st of year
R. Spiess	207.00	Maintenance 5/12-5/16
Norwich Tire Service	<u>196.00</u>	2 Mower tires & tubes
	\$28,113.38	

O & M - \$21,499.48; RMR -\$5318.55; Employee - \$1,295.35

MOTION to approve payment of bills as submitted. Voice vote. All in favor. MOTION CARRIED.

7. CORRESPONDENCE

- 04/23/14 From Caren Tyler & Judy Brendle, a sworn affidavit allowing MHA to clear unit A#31 of possessions of deceased tenant
- 04/25/14 From HA to tenants, notice of cancellation of Fire Marshal inspection due to weather with it re-scheduled to May 21
- 04/28/14 From MHA to CT Dept. of Health, Uncas Health District Director, and Tenants at IV & FV, the 2013 Consumer Confidence Reports for the Water Systems
- 04/28/14 From MHA to CT DPHS, The Certification Forms attesting to the posting of the 2013 CCRS
- 04/30/14 From Citizens Bank, notice of April interest of \$0.16 and confirmation of balance of \$18,905.14
- 04/30/14 From STIF, notice of April interest of \$44.20 and confirmation of balance of \$364,371.67

8. REPORTS

A. ACCOUNT BALANCES: Checking account balance is \$64,791.41. STIF account balance is \$364,371.67 and Citizens money market account balance is \$18,905.14, bringing total cash reserve to \$383,276.81.

B. OCCUPANCY: Single occupancy unit 31, double occupancy unit 14, and handicapped-accessible unit #18 are vacant.

C. TENANT PROBLEMS: No new problems.

D. RECAP CONFERENCE: ED reported that Bob, Frank, and she attended a round-table discussion in Rocky Hill regarding what type of money is available to bring HA complexes up to a 30-future year condition and the process of obtaining the financing for same. This was a generic discussion. The CHFA asset manager will visit our site to discuss one-on-on.

E. UNIT 31: ED reported that the tenant in unit 31 died in the hospital and in order to clear the unit of his possessions, she obtained a sworn affidavit from his two daughters giving HA permission to clear the unit so that HA would not have to store the articles for a prolonged period. The items left in the unit were placed in a rented dumpster.

F. YARD LIGHT, FV: ED reported that a lawn care company worker backed into a yard light by unit 42 and broke both the pole base and the light. The company will be paying for replacement but as yet the light has not been replaced.

G. REAR BUILDING LIGHTS: ED reported the rear building lights at Freedom Village have been replaced and will be completed at IV on May 21.

9. OLD BUSINESS: No old business.

10. NEW BUSINESS

A. AUTHORIZE NEW RAP BAR SET-UP FOR COMMUNITY CENTER BATHROOMS

ED reported that during the RECAP evaluation, it was discovered the grab bars in the community center bathrooms are not up to ADA code. The bars have to be the flip-up type. MOTION by Commissioner Roemmele, seconded by Commissioner Fecher to authorize the installation of flip-up grab bars in the bathrooms in the community centers. Voice vote. All in favor. MOTION CARRIED.

11. REMARKS FROM PUBLIC: No remarks.

12. REMARKS FROM COMMISSIONERS

ED discussed possible renovations that HA should try to obtain financing for and suggested that the Board and ED should make a list of what they considered desirable improvements vs. what the Recap evaluator listed.

Commissioner Roemmele congratulated Chairman Waters on his and his wife's 40th wedding anniversary.

13. ADJOURN

MOTION by Commissioner Fecher, seconded by Commissioner Sullivan to adjourn at 5:45 PM. Voice vote. All in favor. MOTION CARRIED.

Respectfully submitted,

Carol J. Lathrop
Executive Director