

**HOUSING AUTHORITY
TOWN OF MONTVILLE
MINUTES OF MEETING FEBRUARY 19, 2019
5:00 PM FREEDOM VILLAGE OAKDALE**

1. CALL TO ORDER

The chair called the meeting to order at 5:00 PM on February 19, 2019 in the community room at Freedom Village in Oakdale.

2. ROLL CALL

Commissioners Szarzynski, Sullivan, Brower, Evrett and Davis were all in attendance. The E.D. and one tenant were also in attendance.

3. REMARKS FROM TENANTS

The tenant asked if there was a way to provide generators for each unit for homebound tenants. The commission remarked that would be too costly but that we can reestablish the storm notification warning system up when the previous director left. In advance of large storms the ED will notify tenants and warn them of the possibility of a power loss to ensure they can have a back up plan ready.

4. REMARKS FROM PUBLIC

None

5. APPROVAL OF MINUTES

Commissioner Brower motioned, seconded by Commissioner Szarzynski, to approve the minutes of the January 15, 2018 meeting as submitted. Voice vote. All in favor. Motion passed.

6. APPROVAL OF PAYMENT OF BILLS

PAID IN JANUARY

Crystal Rock LLC	\$934.18	Water Delivery FV
P. Spiess	\$161.00	Cleaning 60
R. Spiess	\$278.22	Maintenance
Mr. Handyman	\$271.19	Replacing cabinets 57
Treasurer, Tn of Mntv	\$27,919.84	PILOT 2018
Sherwin Williams	\$197.77	Paint for Vacancy
Atlantic Broadband	\$531.41	Phone Bills
La Framboise Water Service	\$963.00	Water monitoring FV and IV
Bonner Electric	\$166.15	Repair outlet 43
M. Cahoon	\$1,429.06	Electrical issue 41
Dime Bank	\$146.72	New Checks
M. Cahoon	\$50.00	Stamps

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La Framboise Water Service	\$240.00	Lead and Copper tests
Eversource	\$,930.22	Electricity January
R. Spiess	\$418.22	Maintenance
P. Spiess	\$161.01	Cleaning 60
Dime Bank	\$4.33	Admin fee for bank

PAID IN FEBRUARY

M. Cahoon	\$2509.92	Salary February
Eversource	\$999.02	January Electricity
Atlantic Broadband	\$2,060.00	Cable and internet
Home Depot	\$268.40	Wall trim, LED lights
Montville Hardware	\$160.12	Cleaning and painting supplies
Comptroller, St of CT	\$351.15	CT MERFund January
Treasurer, Tn of Mntvll	\$1,934.91	Health insurance premium Feb
Sterling Superior	\$394.80	Trash removal February
Electrical Wholesalers	\$1,320.00	New thermostats
B&W Paving	\$8,895.00	Snow and ice treatment
P. Spiess	\$123.45	Cleaning 60 & 28
R. Spiess	\$278.22	Maintenance
ST of CT DOR	\$134.00	Ct Tax W/H
M. Cahoon	\$326.90	6 tenant background checks, plumbing 19
Staples	\$704.83	Office Supplies, Quickbooks 19
Stewart & Stevenson	\$651.00	Generator alarm IV
All Time Manufacturing	\$30.00	New door latches
R. Spiess	\$236.45	Maintenance
P. Spiess	\$120.68	Cleaning 28
P. Spiess	\$86.89	Cleaning 28 &23
R. Spiess	\$271.84	Maintenance
La Framboise Water Service	\$963.00	Water monitoring FV and IV
B&W Paving	\$4,205.00	Storm cleanup and ice treatment
St of CT DOH	\$125.00	Safe water drinking fee
Bonner Electric	\$415.92	Thermostat repair 13

Commissioner Szarzynski motioned, seconded by Commissioner Brower to approve the bills as submitted. Voice vote. All in favor. Motion Passed.

7. CORRESPONDENCE

1/25	MHA to Tenant 1	Tenant issue
2/13	MHA to Tenant 25	Tenant issue
2/15	MHA to Tenant 67	Tenant issue

8. REPORTS

A. ACCOUNT BALANCES: Checking Account balance \$76,165.20
STIF balance \$377,428.78

B. OCCUPANCY: Units 8, 23, 28, 56, 60, 61 and 65 are open. Unit 43 has been filled.

C. DEPOSIT VALIDATION: Deposits validated as submitted

9. OLD BUSINESS

No old business.

10. NEW BUSINESS

A. REMODELING AND UPDATING UNITS

The commission has decided to table the remodeling plans until after the policies and procedures have been updated.

B. UPDATING POLICIES AND PROCEDURES

The commission set up a tentative schedule of informal meetings to update and finalize the policies and procedures. The ED will send the lease and applications to the commissioners via email. There will also be a digital information policy established for the Authority.

11. REMARKS FROM PUBLIC:

None

12. REMARKS FROM COMMISSIONERS:

None

13. ADJOURN

Motion by Commissioner Brower, seconded by Commissioner Sullivan, to adjourn the meeting at 6:45 PM. Voice vote. All in favor. MOTION PASSED.