

LITCHFIELD HOUSING AUTHORITY
REGULAR MEETING, MAY 22, 2012 BANTAM FALLS

Called to order at 1:08 PM

Commissioners present: Barbara Spring, Sandra Becker, Harry Colvocoresses, Bob Miller, Dan Hall of D.J Hall Roofing and Don Hill of D & H Management. Judd Milani was absent.

Minutes of the April 24, 2012 meeting were presented. Sandra Becker noted a typo in the second sentence of the manager's report. Bob Miller motioned to accept the minutes as corrected. Sandra Becker seconded the motion. Motion passed.

Bills and Communications:

Correspondence was received from Pullman & Comley regarding the settlement. Discussion was held regarding distribution of funds. Bob Miller reported that a representative of the assessors office will be at Wells Run June 21st and Bantam Falls June 27th to help residents with the rental rebate forms. Barbara Spring reviewed the list of people provided by Peter Testa who may be interested in attending a dedication at Wells Run.

Private Grants

Sandra Becker reported that the Seherr-Thoss Foundation has awarded the Housing Authority a grant of \$15,000.00 toward the purchase of new appliances at Bantam Falls. After discussion Bob Miller motioned to purchase twenty-four (24) refrigerators and seven (7) stoves. Sandra Becker seconded the motion. Motion passed. With these refrigerators and the ones previously purchased provides all thirty-six units at Bantam Falls with new refrigerators.

Treasurers Report:

Bob Miller reviewed the invoices and signed the checks. He noted that all seem in order.

Managers Report:

Don Hill reported there are no vacancies. The children of the resident in #7 Bantam Falls are purchasing new carpeting for the unit and have provided the data with regard to the adhesive, which has been forwarded to the resident in #26. They were told to give ample notice prior to installation in order to pass that notice on to the resident of #26. Tentative payment plans have been worked out with two tenants who are behind in their rents.

Financial Reports:

After the financial reports were reviewed Harry Colvocoresses motioned to accept the reports as presented. Sandra Becker seconded the motion. Motion passed. Harry Colvocoresses reminded Don Hill that the true up of the PILOT payment is due the Town.

Unfinished Business:

- a. The money for the four years of rent was received from the insurance company and Harry Colvocoresses set up the account so the monthly amount would be transferred automatically into the operating account. Barbara Spring deposited the \$40,000.00 into the operating account and after discussion it was decided to pay off the balance to the Water Pollution Control Authority, and apply \$12,301.00 against legal expenses for the year and the balance to the RM&R account. Along with the check to the Water Pollution Control Authority Don Hill was asked to send a letter expressing our thanks for working with us during a difficult financial period for us by allowing us to make interest free payments to this point. Sandra Becker wanted to express a thank you and well done to Harry Colvocoresses on behalf of the Authority for all his work toward reaching a settlement.
- b. A check for the FEMA Grant has not yet been received.
- c. Security cameras are on hold at this point.
- d. The accountant is working on the quarterly report for CHFA. There was a question if two checks should be voided since they have not yet been cashed. Don Hill was asked to try to contact them.
- e. Dan Hall of D. J. Hall Roofing made a presentation regarding the condition and repair costs for the decks at Bantam Falls. Don Hill was instructed to obtain other estimates.
- f. Don Hill was asked to contact our CHFA representative regarding withdrawal of the funds in the APTS account.
- g. Bob Miller reported his findings regarding a new copier for Wells Run. Barbara Spring motioned that Bob Miller and Don Hill be given the authority to select a copier at Staples. Harry Colvocoresses seconded the motion. Motion passed.
- h. Maletta & Company picked up more information last Friday and are continuing with the audit.
- i. The HVAC issue is on hold at this time
- j. Don Hill was asked to call for the status of the sewer main project at Wells Run
- k. Bob Mill will be putting a report together regarding the electric consumption at Wells Run, which would include the use of timers and sensors to possibly cut back the usage of the street lights.
- l. The new washers and dryers will be installed June 4th. Notices will be put in the laundry rooms.
- m. Pending oil contract is on hold at this time.

New Business:

Items discussed under new business was a dedication ceremony at Wells Run and resident commissioner's term is coming to an end.

Bob Miller made a motion to adjourn. Sandra Becker seconded the motion. Motion passed.

Meeting adjourned 4:05 PM.

Don Hill, Property Manager