

LITCHFIELD HOUSING AUTHORITY  
REGULAR MEETING, APRIL 26, 2011, BANTAM FALLS

Called to order at 1:07 PM

Commissioners present: Barbara Spring, Bob Miller, Sandra Becker, Harry Colvocoresses and Judd Milani, Jack Healy of the Town of Litchfield, Marcus Smith of Sheldon Oak Central, Inc. and Don Hill of D & H Management.

**Minutes** of the April 12, 2011 meeting were presented. Judd Milani motioned to accept the minutes as presented. Harry Colvocoresses seconded, motion passed. Bob Miller abstained.

**Bills and Communications:**

A proposal was received from ATC for environmental consulting services regarding the testing in the two A units at Wells Run.

**Treasurers Report:**

Judd Milani reported that he reviewed the invoices prior to the checks being cut.

**Managers Report:**

Don Hill reported that the recertifications are complete with the exception of three residents. At present there are two vacancies at Bantam Falls which are in the process of being cleaned and painted. The problem with the mice in two units seems to have come to an end thanks to Jim Simoncelli's efforts. HLC Excavation has requested the \$5,000.00 hold back for the oil tank replacement be released. Bob Miller motioned to release the funds. Harry Colvocoresses seconded. Motion passed.

**Financial Reports:**

While reviewing the financial reports Bob Miller questioned the amount in account 2119. Don Hill will attempt to print a report that will give a detailed explanation of that account. It was agreed that a new account would be set up to show the \$38,000.00 owed to the Sewer Commission. It would be account # 5432 a sub account of Contractual Services. It was noted that the \$3,000.00 check for the PILOT payment to the town needs to be coded to account #2137 instead of 5715. Also noted was that the true-up PILOT payment needs to be made to the town. Harry Colvocoresses motioned to accept the financial report with the above considerations. Motion seconded by Sandra Becker. Motion passed. After review of the quarterly report for the State Harry Colvocoresses motioned to accept it as presented. Sandra Becker seconded the motion. Motion passed.

**Unfinished Business:**

- a. While there is nothing new to report those present decided to speak with various attorneys in an attempt to find some one who can represent the Authority going forward with legal action.
- b. There is nothing new to report as to the grant.
- c. The rental flyer is pending warmer weather for the exterior photos.
- d. The forms will be filled out for a Weatherization Assistance Program for both Wells Run and Bantam Falls.
- e. Marcus Smith gave a presentation regarding a Capital Needs Profile for Bantam Falls. The cost of the study is \$1,200.00. Bob Miller made a motion to go forward with the study. Sandra Becker seconded the motion. Motion passed.
- f. While there is no news regarding the grant request for new carpeting, Jack Healy brought samples of an alternative type of flooring for the board to review.
- g. Prior to going forward with the reconstruction of unit G-4 the Torrington Health Department has asked for something in writing from the building inspector indicating that the structure is sound and there is no obvious sign of a roof leak. Bob Miller questioned if the heat is on in the unit.
- h. Last meeting a proposal was received to install a phone in the elevator. Upon Bob Miller's investigation he found we do have a phone in the elevator. It seems the proposal was for an upgrade.
- i. After much discussion it was decided that for the small amount of money we might receive regarding the FEMA emergency snow grant, it was not worth the tremendous amount of time that Harry Colvocoresses has and will spend with forms, meetings etc.
- j. The 2012 rent increase is on hold at this time.

**New Business:**

None at this time.

Bob Miller made a motion to adjourn. Judd Milani seconded the motion. Motion passed.

Meeting adjourned 3:56 PM.

  
Don Hill, Property Manager