

Tuesday, April 9, 2013

LITCHFIELD HOUSING AUTHORITY
REGULAR MEETING APRIL 9, 2013 WELLS RUN

Called to order at 1:00 by Chairperson Barbara Spring

Commissioners present: Barbara Spring, Sandra Becker, Cheryl Stoughton (tenant representative), Bob Miller, Tom McClintock, and Executive Director Jim Simoncelli Jr.

Minutes:

Correction to minutes on March 26, 2013, there should be a “t” in the second paragraph not a “T”. Also under New Business section E, Bob Miller “made motion” not “mad motion”.

Bob Miller made motion to accept minutes from March 26th Regular Meeting. Motion seconded by Sandra Becker. Motion Passed.

Maintenance Report:

Jim Simoncelli has started to trim some of the bushes and trees and Wells Run and will continue as the weather gets nice.

Jim Simoncelli and Jim Simoncelli Jr. will begin to clean and prepare unit B3 for a new resident.

Tenant Commissioner Report:

Cheryl Stoughton reported that a woman came into Bantam Falls and asked if there were any opening at Bantam Falls. She also told Cheryl that she had been contacted by the previous manager about 2 years ago. Cheryl will give Jim Simoncelli Jr. the woman’s contact info.

Cheryl Stoughton also reported that the resident in unit 33 wandered into another residents unit and that resident called the police. Jim Simoncelli Jr. was called and met the police at Bantam Falls and dealt with the situation.

Cheryl Stoughton informed the board that residents have told her that some of the units are different sizes and that when we get quotes on rugs that they should measure each unit separately.

Bills and Communications

Jim Simoncelli Jr. reported that he got a quote from Deacon & Son on the ramp work at unit A2 and A3 at Wells Run.

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Private Grants:

Sandra Becker sent in application via hard copy and electronic copy. She received email back with further question. Sandra answered those questions in an addendum and resent the addendum to the Seherr-Thoss Foundation for their review.

Report of Executive Director:

Jim Simoncelli Jr. reported that there was an incident in the laundry room at Wells Run and that he will be posting a notice about appropriate behavior and the use of the laundry machines in the laundry room.

Jim Simoncelli Jr. also reported that there will be units becoming vacant at the end of the month. Jim Jr. and Bob Lajoie will go through the units when they become vacant and determine what work needs to be completed in each unit before a new residents moves in. Jim Jr. will set up appointment with potential residents and get those units filled as soon as possible.

Financial Report:

Nothing to report at this time.

Site Inspection:

LHA commissioners went on a site inspection outside building A and Wells Run. Jim Simoncelli Jr. review Deacon & Son's proposal of the ramps and sidewalks.

Unfinished Business:

A. Insurance / Pets / Liability

- a. Jim Simoncelli Jr. will call the asset manager of the Litchfield Housing Authority and ask her about pet liability of tenant pets and of visiting pets.

B. Ladder for oil tank at Bantam Falls

- a. Nothing to report at this time.

C. Bantam Falls furnace contract proposal

- a. Nothing to report at this time.

D. Waiting list

- a. Nothing to report at this time

E. A-3

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- a. Jim Simoncelli Jr. will get two additional bids on the ramps and sidewalks.
- F. Lawyer
- a. Nothing to report at this time.
- G. Fire Door at Bantam Falls
- a. Deacon & Son came in Monday, April 8th and fixed the fire door in the upstairs hallway and Bantam Falls.
- H. Utility Allowance at Wells Run
- a. Nothing to report at this time.

New Business

- A. Rent Increase
- a. Rent increase has been tabled to next meeting

Bob Miller made motion to adjourn meeting. Tom McClintock seconded motion. Motion Passed. Meeting adjourned 3:35