

LITCHFIELD HOUSING AUTHORITY  
SPECIAL MEETING, AUGUST 30, 2011, BANTAM FALLS

Called to order at 1:05 PM

Commissioners present: Barbara Spring, Bob Miller, Judd Milani, Sandra Becker, Harry Colvocoresses and Don Hill of D & H Management.

**Public hearing on rent increase:**

No residents were in attendance and no written responses were received. Harry Colvocoresses made a motion to submit to CHFA the follow monthly base rent increase proposal for approval: Wells Run efficiency units from \$70.00 to \$100.00, one bedroom units from \$100.00 to \$115.00 and at Bantam Falls from \$360.00 to \$390.00. Bob Miller seconded the motion. All voted in favor with the exception of Judd Milani who abstained.

**Minutes** for the August 12, 2011 special meeting were presented. Bob Miller motioned to accept the minutes as presented. Sandra Becker seconded, motion passed.

**Bills and Communications:**

Barbara Spring received a number of promotional items, none of which interested anyone present. Our attorney at Pullman & Comley sent correspondence informing us that our appeal was denied due to new legislation that was recently passed. A flyer was received from Bantam Fuel advertising their services. CHFA sent an informational notice regarding the submission of the 2012 Management Plan and procedure for applying for a rent increase.

**Treasurers Report:**

Judd Milani had reviewed the invoices for the August checks & noted that there was nothing unusual to report.

**Managers Report:**

Don Hill reported that the only vacancies are the two at Wells Run, A-3 & H-4 which are related to the ADA upgrade. During the storm Bantam Falls had no damage to report and at Wells Run G-3 had a minor roof leak due to the roof vent. Jim has taken steps to secure the vent and repair the minor damage. The carpet for Bantam Falls should be in and ready to install soon. Cheryl Good of CHFA will be conducting an inspection of both properties September 13<sup>th</sup> and attending the meeting at Wells Run in the afternoon.

**Financial Reports:**

After reviewing the financial reports Bob Miller motioned to accept financials as reported. Sandra Becker seconded the motion. Motion passed.

### **Unfinished Business:**

- a. Harry Colvocoresses reported that he would like to set a meeting with Joshua Hawks-Ladds to determine if we can provide any further information that will help our case.
- b. Barbara Spring will be meeting Wednesday with the contractors for the generator and those involved with the ADA upgrades to sign the contracts. The present propane tanks (2) we have hold twenty-three and a half gallons each; the next larger size would be one that holds one hundred and twenty gallons however we would be required to purchase it at a cost of nine hundred and sixty dollars. It was suggested that we check with Peter Testa to see if that cost could be included in the grant.
- c. The rental flyer is progressing, Harry Colvocoresses will be taking more pictures inside some Wells Run units.
- d. Don Hill will call Fran from West State to check on the progress of the meeting he had with Bob Miller earlier this month regarding possible savings with regard to the heating system. Don Hill was asked to call Niomi in Jack Healy's office to see if the per gallon charge for oil they are paying is the same we are paying. We are currently paying \$3.74.
- e. The capital needs profile is complete and we should have it in hand next week.
- f. Sandra Becker is exploring our options regarding the availability of future grants. We have asked for quotes for new refrigerators and stoves.
- g. We have not received any funds from FEMA at this point.
- h. The rent increase process has begun.
- i. The commissioners decided not to go forward with the Energy Management Program because the actual savings seemed questionable and the cost high.
- j. We are waiting for estimates and ideas to prevent ice dam damage in the future.
- k. A copy of the managers contract will be given to all commissioners for review.
- l. Barbara Spring received many complaints regarding the placement of the mailboxes. After discussion it was decided that the commissioners will look into other options.
- m. The swing has been moved and Jim Simoncelli will remove the abandoned the couch once the ground at the dump dries out. In the mean time we will check to see if our regular trash removal service will take these items away.

### **New Business:**

There was a question whether a resident provided all the information regarding their assists and income. Sandra Becker volunteered to look into the issue.

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

Meeting adjourned 3:35 PM.