

LITCHFIELD HOUSING AUTHORITY

REGULAR MEETING, JANUARY 24, 2012, BANTAM FALLS

Called to order at 1:06 PM

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

Minutes for the January 10, 2012 meeting were presented. Harry Colvocoresses noted that the word camera was misspelled in section h. of unfinished business. Bob Miller motioned to accept the minutes as corrected. Harry Colvocoresses seconded, motion passed. Judd Milani abstained.

Bills and Communications:

CONN-NAHRO had sent a pamphlet for Harry Colvocoresses. CHFA sent a notice stating that the quarterly service fee for 2012 has been decreased to zero. DECD sent a summary of proposed regulations regarding tenant involvement.

Treasurers Report:

Bob Miller reviewed all invoices and signed all checks. He noted that there seemed to be an excess of service calls to West State and suggested that all future responses from West State be only after receiving a maintenance request from Don Hill. Bob Miller is also tracking all CL & P bills and usage.

Managers Report:

Don Hill reported that the two vacancies at Wells Run and Bantam Fall have tenants assigned to them and will be occupied once they are cleaned, painted etc. A section of the sewer system at Wells Run is suspected of have a break that is allowing ground water to enter the system. Further inspection will follow. A visitor at Bantam Falls slid her vehicle into a light pole. Her insurance has contacted us and will take responsibility for the damage once we submit a cost, pictures etc. Jack Healy assured us that the Town help in removing the branches that the storm had taken down.

Financial Reports:

The quarterly financial report was reviewed and it was noted that D & H's accounting program does not blend with the accounting requirements of CHFA. Bob Miller motioned to either find an account who can help at a reasonable cost or upgrade the accounting system to solve the problem. Harry Colvocoresses seconded the motion. Motion passed.

Unfinished Business:

- a. Harry Colvocoresses commented favorably on Joshua Hawks-Ladds document to the court regarding the Kilby case. He also noted the pending mediation scheduled for January 26, 2012.
- b. The propane tank has been delivered and filled. Peter Testa has been notified so he can schedule the contractor to hook it up and test run the generator. Harry Colvocoresses sent a email to Ken Hirca regarding the lifting and cracking of the sidewalks and damaged curbs at wells Run.
- c. The flyer printing is pending.
- d. The final cost for the new appliances were reviewed. Bob Miller motioned to replace the needed 26 stoves and 11 refrigerators at Wells Run and 11 refrigerators at Bantam Falls. Judd seconded the motion. Motion passed.
- e. A check was received for the past FEMA request in the amount of \$1,012.83. Documentation is being gathered for the next request for storm Irene.
- f. Fran Delany of West State will answer questions regarding the heating system in order to prepare the Authority for the future.
- g. Bob Miller will contact a security company to get information relating to security cameras.

New Business:

None

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

Meeting adjourned 2:45 PM

Don Hill, Property Manager