

LITCHFIELD HOUSING AUTHORITY
SPECIAL MEETING, JUNE 14, 2011, WELLS RUN

Called to order at 1:02 PM

Commissioners present: Barbara Spring, Harry Colvocoresses, Bob Miller, Sandra Becker, Kimberly Stein and John Ferguson of New Opportunities, Inc. and Don Hill of D & H Management.

Minutes for the June 7, 2011 meeting were presented. Bob Miller suggested that the color, Stars and Stripes, for the new carpet at Bantam Falls be recorded in the minutes. Sandra Becker motioned to accept the minutes with that addition. Bob Miller seconded, motion passed.

Bills and Communications:

Don Hill reported that the check was received from Seherr-Thoss foundation for the new carpet at Bantam Falls.

Treasurers Report:

The treasurer was not in attendance.

Managers Report:

Don Hill reported three units are vacant at Wells Run. Two units due to construction repairs and or possible upgrades and one unit in the make ready stage for a new resident. There is one vacancy at Bantam Falls, which is in the process of being cleaned. Don Hill is in the process of speaking to people to fill in for Bob Lajoie while he is recuperating from surgery. Letters went out to all residents of Bantam Falls informing them of the increase in the air conditioning fee. Sandy Becker indicated that the sewer system at Wells Run was pumped out during the power outage last week for a estimated cost of \$250.00.

Financial Reports:

There were no financial reports to review at this time.

Unfinished Business:

- a. Harry Colvocoresses called Doug Renaldi, our insurance representative, in an effort to set a time for a meeting with Harry Colvocoresses and Sandra Becker. At this point there has been no response.
- b. Barbara Spring has made many attempts to reach Al Kuncas regarding the handicapped units to no avail. She will try again after this meeting in the hopes he can attend the next meeting. Since Peter Testa of Wagner Associates will be at the next meeting it was decided to have the meeting at Wells Run instead of

Bantam Falls. Among the items to be addressed will be the lifting and cracking of the cement walks, placement of drainage at the community room and the progress of the generator.

c. Harry Colvocoresses may take some pictures today for the rental flyer.

d. Kimberly Stein and John Ferguson from New Opportunities, Inc. gave a presentation regarding a program in effect until next March that will reduce the resident's utility cost. Part of the program would include putting more insulation in the attics if needed, caulk leaky windows, and seal electrical outlets if cool air is coming in. Most impressive, they would install heat pumps in each unit providing a savings in heating costs and provide cooling in the summer. All is at no cost to the authority or the resident. After discussion Bob Miller motioned to go forward with the project and Harry Colvocoresses seconded the motion. Motion passed.

With regard to Bantam Falls Don Hill presented a report from Advanced Energy Management in which they work with CL&P to replace light fixtures and bulbs with all new energy efficient types. In our case CL&P would provide an incentive of \$4,893.48. The cost of the program is \$16,311.28, leaving the authority with a balance to pay of \$11,417.80. The balance would be added to the monthly electric bill in the amount of \$317.16 for thirty-six months. The estimated payback time in energy savings is four years. Copies of the detailed sheet will be mailed to the commissioners.

e. Marcus Smith should have something ready for the next meeting.

f. The check for the new carpet has been received.

g. We expect unit G-4 at Wells Run to be ready by the end of the month.

h. We are waiting for FEMA'S response. The papers are all filled out.

i. The rent increase process is scheduled to begin in July.

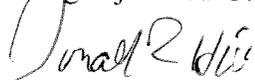
j. While discussing the ice dam problem with Marcus Smith he felt that the building was designed with gutters, so taking them down may cause more problems.

New Business:

None at this time.

Harry Colvocoresses made a motion to adjourn. Sandra Becker seconded the motion. Motion passed.

Meeting adjourned 3:35 PM.


Don Hill, Property Manager