

Tuesday, May 26, 2015

LITCHFIELD HOUSING AUTHORITY
REGULAR MEETING MAY 26, 2015 WELLS RUN

Called to order at 1:05 PM by Chairperson Sandra Becker

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

Commissioners absent: Barbara Spring

Tenants present: Don Palmer (unit #35)

Minutes:

Motion made by Bob Miller to accept the minutes from May 12, 2015. Motion seconded by Tom McClintock. Motion passed.

Tenant Comments/Questions:

Don Palmer stated that the American Legion in Litchfield is interested in the exhaust fan that is currently in the maintenance room at Bantam Falls. Motion made by Bob Miller to donate the exhaust fan to the American Legion with all cost associated with removing it from Bantam Falls the responsibility of the American Legion. Motion seconded by Cheryl Stoughton. Motion passed.

Tenant Commissioner Report:

Nothing to report at this time.

Bills and Communications:

Jim Simoncelli Jr. reported that he received a petition from the residents at Bantam Falls regarding the increase in air conditioning fee. The petition stated that the residents believe that the increase was too high and they would like the increase modified. Sandra Becker stated that a response should go to each resident stating that the air conditioner fee increase is based on the increase in electricity rates therefore becoming a financial necessity to the Housing Authority.

Private Grants / Fundraising:

A. Small Cities Grant

- a. Nothing to report at this time.

B. Other

- a) Jim Simoncelli Jr. will be working on the Thomaston Savings Bank Grant in the upcoming weeks. The Due date for the grant is June 30, 2015.

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Report of Executive Director:

Jim Simoncelli Jr. stated that New Opportunities will be replacing the lighting bulbs in the bathrooms at Bantam Falls with BR30 bulbs. New Opportunities originally installed improper bulbs in the bathroom.

Jim Simoncelli Jr. stated that he received that medical expenses associated with a trip and fall at Wells Run. Jim Jr. will relay all documents to the insurance company for their review.

Jim Simoncelli Jr. mentioned that the sand will be removed from both sides of the Bantam Falls parking lot on May 29, 2015 by Maple Ridge. Jim Jr. has already notified residents of the work and how cars will need to be parked during the day.

Financial Report:

No Financial Report at this time.

Inspection of Grounds:

Bob Miller stated that the grounds at Wells Run look very good.

Unfinished Business:

A. Solar Panels at Bantam Falls

- a. Nothing to report at this time.

B. LHA Policies and Procedures

- a. Key Policy – Nothing to report at this time
- b. Lease – Jim Simoncelli Jr. handed out a draft of the new Litchfield Housing Authority Lease to all commissioners. Jim Jr. stated that LHA’s attorney Marcus Organschi will be submitted a second draft to him soon. Jim Jr. will bring the second draft of the lease to the next Board Meeting.
- c. Rules and Regulations – Nothing to report at this time.
- d. Smoking Policy – Nothing to report at this time.
- e. Tenant Handbook – Nothing to report at this time.

C. Energy Saving Measures

a. Community Room at Wells Run & Bantam Falls

- i. Jim Simoncelli Jr. stated that he is waiting for the audit report that was conducted on both community rooms.

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D. Facility Plans

- a. Jim Simoncelli Jr. stated that he will have Richard King put the Bantam Falls building plans in order. Once the building plans are in order, they will be submitted to the Litchfield Town Hall.

E. STIF Account

- a. Jim Simoncelli Jr. and Bob Miller will discuss a payment plan.

F. Social Worker for LHA

- a. Jim Simoncelli Jr. stated that he spoke with a private counselor regarding getting a social worker for the Housing Authority. Jim Jr. will also contact other housing authority's to see if they have a social worker.

New Business:

No new business at this time.

Tabled Items:

- A. Window film at Bantam Falls – Tom McClintock purchased window film for Bantam Falls.
- B. Toilets at BF and WR

Motion made by Tom McClintock to adjourn meeting. Motion seconded by Cheryl Stoughton. Motion passed. Meeting adjourned at 3:05 PM.

Respectfully Submitted,
Jim Simoncelli Jr.
Executive Director
Litchfield Housing Authority