

Tuesday, March 8, 2016

LITCHFIELD HOUSING AUTHORITY
REGULAR MEETING MARCH 8, 2016 BANTAM FALLS

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

Commissioners present: Sandra Becker, Bob Miller, Tom McClintock (arrived at 1:10PM), Barbara Spring, Ruth Torizzo (Tenant Representative) and Executive Director Jim Simoncelli Jr.

Commissioners absent:

Tenants present: Jean Adams (unit #7), Patricia Lapidus (unit #11)

Minutes:

Corrections to Minutes from February 23, 2016;

Under tenants present, "Louis Vitale" should be replaced with the correct spelling, "Lois Vatale".

Motion made by Barbara Spring to accept the minutes from February 23, 2016 as amended. Motion seconded by Bob Miller. One commissioner abstained. Motion passed.

Tenant Comments/Questions:

Nothing to report at this time.

Tenant Commissioner Report:

Ruth Torizzo stated that she attended the "Meet and Greet" at the Morris Housing Authority where the RSC (Resident Service Coordinator) was introduced to all of the residents at Eldridge Housing. She stated that it went very well and that the RSC spoke regarding many of the programs that the Western Connecticut Area Agency on Aging is involved with and can provide to the residents.

Ruth Torizzo also stated that she received information from a friend, who attending a mental health conference, regarding a program call The Gatekeepers. Motion made by Bob Miller to have Jim Simoncelli Jr. get more information regarding the Gatekeepers program and report back at the next board meeting. Motion seconded by Tom McClintock. Motion passed.

Tuesday, March 8, 2016

Bills and Communications:

Jim Simoncelli Jr. reported that the Rotary Club of Litchfield and Morris donated the board game Litchfieldopoly to both the community rooms at Wells Run and Bantam Falls. Tenant Commissioner Ruth Torrizzo will write a thank you letter to the Rotary Club.

Barbara Spring reported that she received a phone call from a grantee asking for a recommendation for Stanley Construction who complete most of the construction at Wells Run when Wells Run received a Small Cities grant about 5 years ago. Barbara Spring told them that Stanley Construction did a very nice job and would recommend them for the work.

Private Grants / Fundraising:

A. Small Cities Grant

1. Jim Simoncelli Jr. stated that he spoke with Nancy Wagner from L. Wagner & Associates and she stated that we are ready to move forward with the Small Cities Grant for Bantam Falls. Jim Simoncelli Jr. will reach out to Nancy Wagner to start putting dates on the calendar.

B. Seherr-Thoss Grant

1. The community room at Wells Run will be the main focus of the 2016 Seherr- Thoss Grant. Jim Simoncelli Jr. will continue to get quotes on a new heating system and water heater for the community room.

C. Other

1. Tom McClintock presented an energy loan opportunity from CT Green Bank. Tom McClintock will research more information regarding the loan opportunity.

Report of Executive Director:

Jim Simoncelli Jr. reported that Fire Marshal Dave Rogers will be speaking to the residents of Bantam Falls in regards to fire safety on Wednesday, March 9, 2016 at the community room at Bantam Falls. Jim Simoncelli Jr. continued by stating that the Litchfield Housing Authority will provide donuts and coffee for all who attend.

Jim Simoncelli Jr. reported that he received a call from Torrington Area Health regarding a resident complaint. Jim Simoncelli Jr. will speak with Torrington Area Health regarding the complaint.

Jim Simoncelli Jr. reported that the upstairs closet at Bantam Falls is being organized. Old Litchfield Housing Authority files will be stored in that space. While cleaning the upstairs closet Jim Simoncelli Jr. found Polaroid

Tuesday, March 8, 2016

pictures from 1993 that were taken during original construction of Bantam Falls. Jim Simoncelli Jr. will ask for a volunteer to put the pictures in an album to preserve for current and future tenants.

Jim Simoncelli Jr. stated that he believes there should be a lock box installed at Bantam Falls that contains a master key for lockout purposes. This lock box will require a code upon entry and will be in view of one of the cameras. Motion made by Bob Miller to get a lock box, for bantam falls lockouts, to be installed in view of the camera. Motion seconded by Barbara Spring. Motion passed.

Financial Report:

The following reports were distributed as part of the February Financial Report; Transaction List by Vendor Feb 2016, Statement of Cash Flows YTD Feb 2016, and Bank Balance Statement YTD Feb 2016. Motion made by Tom McClintock to accept the February 2016 Financial Report as presented. Motion seconded by Barbara Spring. Motion passed.

Inspection of Grounds:

An inspection of grounds was not completed.

Unfinished Business:

A. LHA Policies and Procedures

1. Key Policy – Nothing to report at this time.
2. Lease – Jim Simoncelli Jr. stated that he email Attorney Marcus Organschi multiple items that need to be incorporated into the Litchfield Housing Authority Lease.
3. Rules and Regulations – Nothing to report at this time.
4. Smoking Policy – Nothing to report at this time.
5. Tenant Handbook – Nothing to report at this time.
6. Mission Statement – Nothing to report at this time.
7. Policy Violation Fee – Nothing to report at this time.

B. LHA Security

1. Nothing to report at this time.

Tuesday, March 8, 2016

C. Resident Service Coordinator

1. Please see first paragraph under Tenant Commissioner Report.

D. Rent Increase at Well Run

1. Jim Simoncelli Jr. put a call into CHFA regarding the rent increase. Jim Jr. will give an update at the next Board Meeting.

New Business:

Tabled Items:

- A. Bantam Falls Back Gardens (Wamogo Program)
- B. CT Green Bank (Wells Run)
- C. Steam Clean Bantam Falls Carpet
- D. LHA Tag Sale (Spring 2016)

Motion made by Tom McClintock to adjourn meeting. Motion seconded by Barbara Spring. Motion passed. Meeting adjourned at 3:10 PM.

Respectfully Submitted,

Jim Simoncelli Jr.
Executive Director
Litchfield Housing Authority