

Tuesday, May 12, 2015

LITCHFIELD HOUSING AUTHORITY
REGULAR MEETING MAY 12, 2015 BANTAM FALLS

Called to order at 1:00 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: Jean Adams (Unit #7), Peggy Isely (Unit #21), Less Bellmay (Unit #2)

Minutes:

Corrections to the minutes from April 28, 2015;

On page one in the third paragraph under Bills and Communications “concrete” should be replaced with “individual concrete stones that would create a walkway”.

On page two the first paragraph under Small Cities Grant should read, “Jim Simoncelli Jr. presented the Small Cities Grant Application to the commissioners and stated that Larry Wagner send LHA the copy of the grant application which will be kept at the Litchfield Housing Authority office at Bantam Falls. Larry Wagner also sent a copy of the application to the Town of Litchfield and it will be kept in the First Selectman’s’ office.”

Motion made by Tom McClintock to accept the minutes from April 28, 2015 as amended. Motion seconded by Bob Miller. Motion passed.

Tenant Comments/Questions:

No residents had comments or questions.

Tenant Commissioner Report:

Nothing to report at this time.

Bills and Communications:

Sandra Becker presented a name of an individual that is interested at applying for Bantam Falls and Wells Run. Executive Director Jim Simoncelli Jr. will send an application to the individual.

Private Grants / Fundraising:

- A. Small Cities Grant
 - a. Nothing to report at this time.
- B. Other

Tuesday, May 12, 2015

- a) Cheryl Stoughton presented an article from the Waterbury Republican regarding the Thomaston Savings Bank Grant Application. Jim Simoncelli Jr. will reach out to the Executive Vice President of Thomaston Savings Bank in regards to applying for the grant.

Report of Executive Director:

Jim Simoncelli Jr. stated that the hallway heaters at Bantam Falls are still generating a lot of heat. Jim Simoncelli Jr. also stated that he will make sure that the outside air temperature is regulating the furnaces properly.

Jim Simoncelli Jr. stated that Litchfield Town Clerk, Lisa Losee, contacted him in regards to preserving the Litchfield Housing Authority building plans. Jim Jr. will organize with Lisa the preservation of the plans.

Jim Simoncelli Jr. stated that there is a lot of sand in the parking lots at Bantam Falls. Motion made by Cheryl Stoughton to have Maple Ridge remove the sand in the parking lots. Motion seconded by Tom McClintock. Motion passed.

Jim Simoncelli Jr. stated that Restoration Management will be at Bantam Falls to repair the remaining units on June 8 – June 10. During that time the community room will also be painted.

Jim Simoncelli Jr. stated that Weigold Flooring has a threshold option for the bathrooms at Bantam Falls. Motion made by Cheryl Stoughton to have Jim Simoncelli Jr. research ADA standards for the units at Bantam Falls. Motion seconded by Tom McClintock. Motion passed. Jim Simoncelli Jr. will report his findings at the next meeting.

Jim Simoncelli Jr. stated that New Opportunities will be changing the lights in the bathrooms at Bantam Falls. They installed improper lights in the bathroom ceiling fixture. Jim Simoncelli Jr. will contact New Opportunities and set up a time when they can install the new light bulbs.

Jim Simoncelli Jr. stated that he ordered a United States Flag for the flag pole at Bantam Falls. When the flag comes in two residents will put it up.

Financial Report:

Jim Simoncelli Jr. presented the 1st Quarter Financial Report, submitted to CHFA, for commissioner review. Motion made by Tom McClintock to accept the 1st Quarter Financial Report as presented. Motion seconded by Bob Miller. Motion passed.

Jim Simoncelli Jr. presented the Financial Report for the month of April 2015 which consisted of the following reports; Statement of Cash Flows, Transaction List by Vendor, Bank Balance Statement. Motion made by Tom McClintock to accept Financial Report for the month of April 2015 as presented. Motion seconded by Bob Miller. Motion passed.

Tuesday, May 12, 2015

Inspection of Grounds:

The commissioners inspected the bathroom lighting at Bantam Falls.

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 – Nothing to report at this time.
 - 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. has set up and energy Audit with Earthlight to review the common area lighting at both Bantam Falls and Wells Run. Jim Jr. will report at the next meeting regarding the energy audit.

New Business:

- A. Facility Plans – See second paragraph under Report of the Executive Director.
- B. Laundry Room Floor Wells Run – Nothing to report at this time.
- C. STIF Account – Jim Simoncelli Jr. will set up a plan to start building up the LHA STIF account.
- D. Social Worker for Bantam Falls – Jim Simoncelli Jr. will inquire again about getting a social worker for the Litchfield Housing Authority.

Tabled Items:

- A. Bantam Falls Painting – Downstairs Hallway
- B. Media Room at Bantam Falls
- C. Mission Statement

Tuesday, May 12, 2015

D. Window film at Bantam Falls

E. Toilets at BF and WR

Motion made by Bob Miller to adjourn meeting. Motion seconded by Tom McClintock. Motion passed.
Meeting adjourned at 2:44 PM.

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