

HOUSING AUTHORITY  
TOWN OF MONTVILLE

MINUTES OF MEETING OF JANUARY 15, 2013

1. CALL TO ORDER

Its Chairman called the regular meeting of the Housing Authority to order at 5:04 PM on January 15, 2013 in the Community Room at Independence Village.

2. ROLL CALL

Present were Commissioners Fecher, Roemmele, Thomes, and Waters. Commissioner Sullivan was absent with cause. The Executive Director was also present.

3. REMARKS FROM TENANTS

Commissioner Thomes reported that the Villagers had a very enjoyable party on January 9.

4. REMARKS FROM PUBLIC: There were no remarks.

5. APPROVAL OF MINUTES

MOTION BY Commissioner Thomes, seconded by Commissioner Roemmele to approve the minutes of December 11, 2012 as submitted. Voice vote. All in favor. MOTION CARRIED.

6. APPROVAL OF PAYMENT OF BILLS

The following bills were submitted for approval of payment:

PAID IN DECEMBER

Concrete Express	273.30	Dumpster pad & generator shed step material
Norwich Plumbing	79.04	#22 - hw htr element
R. Spiess	100.00	Christmas bonus
T. Gray	50.00	Christmas bonus
R. Spiess	324.00	Maintenance 12/10-12/15; new dumpster pad; new digital cable boxes
R. Spiess	144.00	Maintenance 12/17-12/21; new digital cable boxes
G M Construction	625.00	New dumpster pad & generator shed step; prepare lawn equipment for winter
C L & P	1684.91	December bills
Staples	514.41	Copier & printer cartridges, paper, pens, misc
Groton Utilities	405.00	Asbestos testing IV & FV; IV coliform monthly sampling
B & W Paving	4115.00	
Norwich Plumbing	252.00	Service FV WS filters, work with new plumber

PAID IN JANUARY

Payroll	4460.00	5 weeks
A T & T	624.01	Jan bills
Metrocast	1860.00	Jan bill
CT Comptroller, MERF	500.95	HA - 420.67 employee - \$80.28
Town of Montville	1484.53	January health insurance
Adm. Unemployment Comp	85.36	4th quarter assessment
Commissioner, Rev. Svces	520.00	4th quarter withholding
Tenants 1,5,11,16,18,20,24,28	180.00	Rear light operation, 1st quarter
R. Spiess	225.00	Maintenance 12/24-12/28; new wc #72; digital cable boxes
Montville Hardware	36.87	Parking lot paint; misc

6. APPROVAL OF PAYMENT OF BILLS continued

Sterling Superior	341.00	December service
Lathrop Brothers	775.00	New Dumpster Pad and generator shed step
R. Spiess	162.00	Maintenance 12/31-1/4; new baseray thermostat #22
Home Depot	270.83	Shades, concrete and concrete tools
Federal tax deposit	1288.02	HA - \$393.42; employees - \$894.60
R. Spiess	108.00	Maintenance 1/7-1/11
USI Insurance CT LLC	114.39	Fidelity Bond 1/1/13-1/1/14
A A Lock & Key	182.50	Repair night latch #65
	\$21,785.12	

O & M - \$18,023.81; RMR - \$2,266.43; Employees- \$1,494.88

MOTION by Commissioner Thomes, seconded by Commissioner Roemmele to approve payment of bills as submitted. Voice vote. All in favor. MOTION CARRIED.

7. CORRESPONDENCE

- 11/15/12 From Groton Utilities, Satisfactory results from composite asbestos sampling & IV coliform sampling
- 12/12/12 From ED to Commissioners, an E-mail regarding Christmas bonuses from Spiess & Gray  
From Commissioners Waters and Fecher, agreement to give Christmas bonuses to Spiess & Gray
- 12/13/12 From Sherwin Williams, questions on a bill for \$31.12
- 12/18/12 From ED to Sherwin Williams, phone call regarding outstanding bill (it is not our bill)
- 12/28/12 From CT Dept. of Labor, letter stating 2013 rate stays at 1.9%
- 12/31/12 From STIF, notice of December interest of \$58.43 and confirmation of balance of \$363,752.37
- 12/31/12 From Citizens Bank, notice of December interest of \$0.48 and confirmation of balance of \$18,901.70
- 12/31/12 From CHFA, notice regarding the Capital Needs Assessment schedule

8. REPORTS

A. ACCOUNT BALANCES: Checking account balance is \$101,030.46. STIF account balance is \$363,752.37 and Citizens Money Market account balance is \$18,901.70, bringing total cash reserve to \$382,654.07.

B. OCCUPANCY: Apartment 34 is vacant but should be rented this month.

C. TENANT PROBLEMS: No new problems.

D. ACCESS (WRAP) PROGRESS: ED has nothing to report.

E. IV GENERATOR: Still waiting for the exhaust pipe but all other work is done. Finally have found a supplier for the correct exhaust pipe.

F. NORWICH PLUMBING: ED reported that Wayne from Norwich Plumbing spent quite a bit of time with D. J. McCarthy Plumbing & Heating both working with FV ws filter loading and with the system in general and has an additional session planned for January 17, after which, McCarthy will take over.

G. QUARTERLY REPORT: ED distributed the quarterly report for the period ending December 31, 2012 and it was noted the operating gain was \$40,566.58, mainly due to income of \$10,000. over budget and Contractual expense of \$24,000. under budget (low snow removal cost was the chief savings).

9. OLD BUSINESS: None.

10. NEW BUSINESS

A. CONSIDER FENCING IN FV GENERATOR: MOTION to table by Commissioner Roemmele, seconded by Commissioner Fecher. Voice vote. All in favor. MOTION CARRIED.

11. REMARKS FROM PUBLIC: No remarks.

12. REMARKS FROM COMMISSIONERS: No remarks.

13. ADJOURN

MOTION by Commissioner Fecher, seconded by Commissioner Roemmele to adjourn at 5:30 PM.. Voice vote. All in favor. MOTION CARRIED.

Respectfully submitted,

Carol J. Lathrop  
Executive Director