

**HOUSING AUTHORITY TOWN OF MONTVILLE
MEETING OF SEPTEMBER 19, 2017
INDEPENDENCE VILLAGE UNCASVILLE**

MEETING MINUTES

1. CALL TO ORDER

The Chairman called the meeting to order at 5:00 PM on September 19, 2017 in the community room of Independence Village in Uncasville.

2. ROLL CALL

Present at the meeting were Commissioners Sullivan, Brower, Macher, and Szarzynski. The E.D. and several tenants were also present.

3. REMARKS FROM TENANTS

Tenant had a complaint that the laundry room is often left messy. Tenant wanted ability to lock the kitchen area before community meals to store food there. Tenant asked for maintenance to look into the sidewalk cracks to facilitate the ease in which walkers pass over.

4. REMARKS FROM PUBLIC ON AGENDA ITEMS (Time Limit- 5 minutes)

None

5. APPROVAL OF MINUTES

Commissioner Brower motioned, seconded by Commissioner Szarzynski, to approve the minutes of the July 18th 2017 meeting as submitted. Voice vote. All in favor.
MOTION PASSED.

6. APPROVAL OF PAYMENT OF BILLS

The following bills were submitted for approval of payment:

PAID IN JULY

R. Spiess	\$189.00	Maintenance 7/17-7/22
R. Spiess	\$198.00	Floor stripping #31
P. Spiess	\$67.50	Cleaning #31
Atlantic Broadband	\$407.01	June phone bills
Treasurer, Tn of MTVL	\$1931.09	August health premium
R. Spiess	\$153.00	Maintenance 7/24-7/28
ISS	\$240.00	Alarm monitoring (yearly)

All time manufacturing	\$15.00
Millenium Water	\$1024.16
Montville Hardware	\$131.72
Eversource	\$1027.25
St. of CT Comptroller	\$380.59
Home Depot	\$2628.63
Ron & Sons Lawn Care	\$900.00

#51 door repair
 Water monitoring for August
 Tools, mousetraps
 Power in June
 MERFund payment For June
 Smoke Alarms and HVAC cleaner
 Mowing for FV and IV

PAID IN AUGUST

M. Cahoon	\$2234.00
Sterling Superior	\$358.08
Tomaszek & Sons	\$334.75
Waltham Services	\$258.00
Atlantic Broadband	\$2060.00
R. Spiess	\$216.00
F. Lathrop	\$108.00
McCarthy Oil	\$341.50
Treasurer, Tn of MTVL	\$30,905.74
R. Spiess	\$180.00
Millenium Water	\$1024.16
Atlantic Broadband	\$409.32
Ron & Sons Lawn Care	\$1350.00
Eversource	\$10.49
ISS	\$95.00
R. Spiess	\$306.00
Suburban Propane	\$30.00
Eversource	\$1007.09
R. Spiess	\$234.00
Treasurer, Tn of MTVL	\$1931.09
A&R Appliance Service	\$170.98
ISS	\$95.00

August Salary
 August trash removal
 Hot water heater replacement #62
 Pest services for July
 August cable and internet
 Maintenance 8/31-9/4
 Weatherstripping for IV
 Cleaning HVAC unit #51
 PILOT payment for 2016
 Maintenance 8/7-8/11
 Water monitoring September
 August phone bills
 Mowing FV & IV
 Remainder of power bill for #31
 Smoke alarm installation #76
 Maintenance 8/14-8/18
 Tank rental FV
 August power bills
 Maintenance 8/21-8/25
 September health premium
 Refrigerator repair #59
 Smoke alarm installation #72

PAID IN SEPTEMBER

M. Cahoon	\$2234.00
Bonner Electric	\$100.00
A&R Appliance Service	\$40.99
Home Depot	\$322.38
Atlantic Broadband	\$2060.00
R. Spiess	\$198.00
Sterling Superior	\$358.08
Tomaszek Plumbing	\$355.00
Waltham Services	\$258.00
Jays Sewer Rooter	\$300.00
Bonner Electric	\$100.00
Ron & Sons Lawn Care	\$900.00
M. Cahoon	\$46.94
R. Spiess	\$135.00
Lavigne, Mark, et al.	\$165.20
Tomaszek Plumbing	\$617.45

September salary
 Evaluation of outside light at FV
 Shades and parts for shades
 September cable and internet
 Maintenance 8/28-9/1
 Trash removal for September
 Hot water heater replacement #69
 Pest services for August
 Plumbing services for #3 and #34
 Outside light repair FV
 FV and IV lawn care
 Reimbursement for office supplies
 Maintenance 9/4-9/8
 Consultation with tenant issues

Atlantic Broadband	\$409.32	September Phone Bills
Ron & Sons Lawn Care	\$450.00	FV lawn mowing
R. Spiess	\$198.00	Maintenance 9/11-9/15

Commissioner Szarzynski motioned, seconded by Commissioner Brower, to approve the payment of the bills as submitted. Voice vote. All in favor. MOTION PASSED.

CORRESPONDENCE

7/21/17	MHA to tenant #60	Reminder about rules regarding asking for favors/money and reminder about new outdoor furniture regulations
7/31/17	MHA to Millenium Water	Letter regarding our tax exempt status
8/3/17	State of CT to MHA	Dividend reimbursement of \$
8/24/17	MHA to tenant #41	Reminder of outdoor furniture regulations
8/24/17	MHA to tenant #46	Reminder of outdoor furniture regulations
8/25/17	MHA to tenant #26	Letter about cleanliness of unit/notifying tenant of Authority's intent to do monthly inspections
8/31/17	MHA to tenant #80	Letter regarding the legal codes of home oxygen Use and signs/smoking.
9/3/17	State of CT to MHA	Dividend reimbursement of \$

REPORTS

A. ACCOUNT BALANCES: Checking account balance is \$179,334.27.
STIF balance is \$368,964.21.

B. OCCUPANCY: #77 and #78 are currently vacant

C. TENANT PROBLEMS: None

9. OLD BUSINESS

A. FREEDOM WELL UPDATE

As of the meeting time the E.D. had not yet received the well update from La Framboise so this agenda item is tabled until the October 2017 meeting.

10. NEW BUSINESS

A. 2018 BUDGET PROPOSAL

E.D. cannot provide the 2017 budget projection until the close of the third quarter so this agenda item is tabled until the October 2017 meeting.

B. NEW CARPET MATS

E.D. told the Commissioners that the carpet mats at both centers are very old and there has begun to be a breakdown of the rubber backing on the mats. E.D. suggested new mats be bought and suggested the Waterhog variety to minimize wet floors during rain and snow. The Commissioners

agreed that the mats should be replaced and approved the mats the E.D. chose.

11. REMARKS FROM PUBLIC (Time Limit- 3 minutes)

None.

12. REMARKS FROM COMMISSIONERS

None

13. ADJOURN

Commissioner Sullivan motioned to adjourn the meeting at 5:55 PM. Commissioner Brower seconded. Voice vote. All in favor. MOTION PASSED.

Resectfully submitted,

Mary Cahoon
Executive Director