

**HOUSING AUTHORITY TOWN OF MONTVILLE
MEETING OF DECEMBER 12, 2017
INDEPENDENCE VILLAGE UNCASVILLE**

MEETING MINUTES

1. CALL TO ORDER

It's Chairman called the meeting to order at 5:18PM on December 12, 2017 in the community center at Independence Village in Uncasville.

2. ROLL CALL

Commissioners Sullivan, Brower, Macher and Szarzynski were present. The E.D., a tenant and several members of the public were also present.

3. REMARKS FROM TENANTS

A tenant inquired about possibly getting a motion detector light in the laundry room as the light is frequently left on. E.D. said she would look into it with an electrician.

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

A few Montville residents were upset over the raise in base rent that will be taking effect in January. E.D. and the commissioners acknowledged the concerns but explained the base rent had not been raised in the 40 years the Housing Authority had been running and the current economy necessitated that the Authority raise the rents modestly in order to keep the properties open and in good repair. They acknowledged the effect it has on the low income elderly and disabled population and have to tried to lessen the damage by raising the rent only as little as was necessary.

5. APPROVAL OF MINUTES

Motion by Commissioner Brower, seconded by Commissioner Macher, to approve the meetings of the meeting on November 21, 2017 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 NOVEMBER

Suburban Propane	\$30.00	Propane tank rental FV
AA Lock & Key	\$159.50	Lock repair #9

M. Cahoon	\$625.60	Retroactive 7% raise
P. Spiess	\$142.50	Cleaning #41 and #77
R. Spiess	\$351.00	Maintenance and painting/repair #77
Eversource	\$732.10	October Electric
Maintenance USA	\$85.05	Medicine cabinet #1
Eversource	\$45.66	Vacancy 29 electric

PAID IN DECEMBER

Comptroller, ST of CT	\$405.34	November MERFund contribution
M. Cahoon	\$2390.40	December salary
Sterling Superior Services	\$358.08	December trash pickup
Maintenance USA	\$1022.90	Plumbing replacement parts
Home Depot	\$470.19	Supplies and replacement items in vacancy
Electrical Wholesalers	\$702.00	LED lighting supplies
Eversource	\$544.36	IV community center electric
Montville Hardware	\$298.32	Mouse repellent, painting supplies, trim
P. Spiess	\$187.50	Cleaning 29 & 77
R. Spiess	\$414.00	Maintenance and Painting #77
Blaine Window Supplies	\$2541.44	Window and crank replacement parts
R. Spiess	\$351.00	Maintenance and repairs #29
Atlantic Broadband	\$2060.00	Cable and internet for December
Keith's Appliances	\$512.99	New refrigerator for #60

Motion by Commissioner Szarzynski, seconded by Commissioner Brower, to pay the bills as submitted. Voice vote. All in favor. MOTION PASSED.

CORRESPONDENCE

11/30	MHA to previous tenant	Regarding interest in vacated unit
12/5	State of CT to MHA	STIF dividend reinvestment of \$371.19

REPORTS

A. ACCOUNT BALANCES: Checking account balance is \$194,111.26.
STIF balance is \$370,022.81.

B. DEPOSIT VALIDATION: The commissioners validated that the deposit slips and the record were in accordance.

C. OCCUPANCY: Currently vacant are 35, 46 and 29. All have tenants lined up to occupy them as soon as they are cleaned.

D. TENANT PROBLEMS: None

9. OLD BUSINESS**A. LOTTERY BASED WAITING LIST**

The lottery based waiting list will not affect current applicants. The list will be frozen as it stands with the current applicants in the needs based spot they are currently in. At least every quarter a pool will be compiled of new applicants and at the last commission meeting of that quarter those numbers will be randomly drawn and that new lottery list of applicants will

be added to the END of the current list. If the list necessitates it to be done before that it can be done sooner than quarterly.

10. NEW BUSINESS

A. RESOLUTION TO CLEAR VACATED A/R

Be it hereby resolved by the Housing Authority of the Town of Montville that \$2783.50 from account 1131 (Allowance for Doubtful Accounts) to account 1130.1 (Vacated Tenants Accounts Receivable) contingent upon approval from CHFA,

Vacated tenants are as follows: Michael Harrington #7- \$153, Ferdinand Rapp #80- \$100, Scott Purvis #64- \$184, Laura Purvis #57- \$444, Harry Tyler #31- \$261, Kenneth McCracken #28- \$247, Arlene Rucker #39-\$147, Aaron Goode #64-\$650, Timothy and Lisa Korineck #48-\$135.50, Richard Rotholtz #29-\$327, #31- \$27.00, and #64- \$108. This will leave \$1816.50 in the Allowance for Doubtful Accounts account. Motion by Commissioner Brower, seconded by Commissioner Macher, to accept the resolution as introduced. Roll call vote. Voting Aye: Commissioners Sullivan, Brower, Macher and Szarzynski. THE RESOLUTION IS ADOPTED.

B. CHRISTMAS BONUS FOR MAINTENANCE

The commission entered executive session at 5:40 regarding this matter.

At 5:55 the commission exited executive session. During this session it was decided that the Maintenance staff would receive bonuses of \$200 for the part time staff member and \$150 for the per diem member due to the outstanding work they have shown the Authority this past year. The commissioners also decided that the Executive Director would take a bonus of \$500 this year.

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

None

12. REMARKS FROM COMMISSIONERS

None

13. ADJOURN

Motion by Commissioner Brower, seconded by Commissioner Macher, to adjourn the meeting at 5:55 PM. Voice vote. All in favor. MOTION PASSED.

Respectfully submitted,

Mary Cahoon
Executive Director