

**MONTVILLE HOUSING AUTHORITY
REGULAR MEETING MINUTES
SEPTEMBER 18, 2018 5:00 PM FREEDOM VILLAGE, OAKDALE**

1. CALL TO ORDER

The Chairman called the meeting to order at 5PM on September 18, 2018 in the community room at Freedom Village in Oakdale.

2. ROLL CALL

Commissioners Szarzynski, Sullivan and Brower were in attendance. The E.D. and a member of the public were also in attendance. Commissioner Macher was absent with cause.

3. APPLICANT LOTTERY

The application numbers for the quarterly lottery were drawn in the following order: 164, 158, 155, 165, 163, 156, 161, 162, 159, 157, and 160. They will be added to the waiting list in that order.

4. LAWNMOWER BIDS

The lawnmower bids were opened and read aloud at the meeting. The asking price was \$1500.00 and the best offer was \$2500.75. This offer was accepted by the commission. All other offers will be notified via mail.

5. REMARKS FROM TENANTS

None

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

None

7. APPROVAL OF MINUTES

Commission Szarzynski motioned, seconded by Commissioner Brower, to approve the minutes of July 17, 2018 as entered. Voice vote. All in favor. MOTION PASSED.

8. APPROVAL OF PAYMENT OF BILLS

The following bills were submitted for approval of payment:

PAID IN JULY

Eversource	\$43.87	Final bill for vacancy 53
Treasurer, Tn of Mntvll	\$1934.91	Health Insurance for August
Ron and Sons Lawn Care	\$1750.00	Lawn mowing for both villages
Atlantic Broadband	\$516.92	July Phone Bills
Keiths Appliances	\$489.99	New Oven
Millenium Water	\$963.00	Water Monitoring for August
Integrated Security Solutions	\$240.00	Annual Alarm Fee
R. Spiess	\$140.46	Maintenance
M. Cahoon	\$9.00	One call payment
Eversource	\$1010.08	July Electric Payment
Treasurer, Tn of Mntvll	\$1934.91	Missed health insurance premium
Comptroller, St of CT	\$418.04	MERFund for July
R. Spiess	\$295.16	Maintenance
DOR St of CT	\$135.00	Ct tax w/h July

PAID IN AUGUST

M. Cahoon	\$2390.40	Salary for August
Crystal Rock	\$1211.70	Water Delivery FV
Montville Hardware	\$137.31	Paint and cleaning supplies and keys
Eversource	\$4.53	Final vacancy bill
Sterling Superior	\$376.00	Trash removal
Curries Heating	\$73.40	Permit for HVAC installation
Waltham Extermination	\$266.00	Pest Control for August
Atlantic Broadband	\$2060.00	Cable and Internet for August
Home Depot	\$79.84	New Light Fixture
P. Spiess	\$136.30	Cleaning #13
R. Spiess	\$366.12	Maintenance and painting 13
Ron and Sons Lawn Care	\$1350.00	Lawn mowing
Millenium Water	\$200.00	Lead and copper testing FV
Staples	\$401.94	Office Supplies and paper products
Jays Sewer	\$175.00	Clearing tub and toilet in 66
P. Spiess	\$80.97	Cleaning 13
R. Spiess	\$357.35	Painting 13 and Maintenance
Waltham Extermination	\$150.00	Treatment of hornet nest IV
Sherwin Williams	\$162.65	Paint and primer
Eversource	\$4.75	Electric bill underpayment
Curries Plumbing	\$493.47	Repair and cleaning 13 HVAC
Sherwin Williams	\$78.99	Paint Supplies
Atlantic Broadband	\$530.10	Phone Bills August
Millenium Water	\$963.00	Water Monitoring September
Ron and Sons Lawn Care	\$900.00	Lawn trimming
R. Spiess	\$335.02	Maintenance and repair/painting 13
P. Spiess	\$98.74	Cleaning 13
R. Spiess	\$185.33	Maintenance
Curries Heating	\$941.20	Repairs and cleaning 17 & 46
Eversource	\$609.54	Electric for August
Supplyworks	\$813.25	Shower parts

Eversource	\$563.52	Electric for August
Ron and Sons Lawn Care	\$900.00	Lawn trimming
Suburban Propane	\$30.00	Tank rental FV
Treasurer, Tn of Mntvll	\$1934.91	Health insurance September
Keiths Appliances	\$593.99	New refrigerator 65
AA Lock & Key	\$25.50	New master keys

PAID IN SEPTEMBER

M. Cahoon	\$2390.40	Salary for August
Home Depot	\$500.67	Cleaning and Plumbing supplies
Sterling Superior	\$376.00	Trash removal September
Atlantic Broadband	\$2060.00	Cable and internet for September
Comptroller, St of CT	\$334.43	MERFund for August
Comptroller, ST of CT	\$232.00	CMERS annual fees
Keiths appliances	\$250.99	New reffridgerator fan 53
Montville Hardware	\$133.73	Maintenance supplies
Crystal Rock	\$907.17	Water Delivery FV
M. Cahoon	\$9.00	Stamps
Eversource	\$371.99	Electric charges
Curries Plumbing	\$225.00	HVAC repair 69
R. Spiess	\$96.59	Maintenance
DOR St of CT	\$153.00	CT tax w/h August
Curries Plumbing	\$1950.0	HVAC cleanings
Shipmans Fire Equipment	\$65.00	Fire Extinguisher checks
Waltham Extermination	\$266.00	Pest Control September
Staples	\$161.26	Paper products, printer paper
R. Spiess	\$127.92	Maintenance
Atlantic Broadband	\$530.23	Phone bills October
M. Cahoon	\$50.00	Stamps
Curries Plumbing	\$3285.34	Hot water heater replacement HVAC cleanings
Ron and Sons Lawn Care	\$900.00	Lawn Trimming
P. Spiess	\$43.48	Cleaning 71
R. Spiess	\$166.78	Prepping 71
Millenium Water	\$1413.00	Water Quality Report preparation
DOH St. of CT	\$125.00	Safe water fee to state

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

9. CORRESPONDENCE

7/25	MHA to 18	Tenant complaint
7/27	MHA to 76	Tenant complaint
7/30	MHA to 47	Reimbursment Question
8/2	MHA to 64	Aide parking issue
8/2	MHA to 63	Resolution of rental issue
8/8	CT to MHA	STIF dividend reinvestment of \$625.15
8/20	MHA to 67	Tenant complaints
8/20	MHA to 26	Tenant parking issue

10. REPORTS

A. ACCOUNT BALANCES: Checking account balance is \$139,843.80.
STIF balance is \$374,049.43.

B. DEPOSIT VALIDATION: Deposits for September were validated.

C. OCCUPANCY: 71 is vacant

D. TENANT PROBLEMS: None

11. OLD BUSINESS

A. WELL UPDATE

The E.D. noted that the digging and placement of pipes has begun. La Framboise expects to be completed by October 15th.

12. NEW BUSINESS

A. HVAC CLEANINGS- \$150 PER UNIT PRICE GIVEN BY CURRIES PLUMBING TO CLEAN ALL THE HVAC UNITS AND CHECK THEM FOR LEAKS BEFORE WINTER. Commissioner Brower motioned, seconded by Commissioner Szarzynski to approve this contract. Voice vote. All in favor. MOTION PASSED.

B. STIF ACCOUNT CHANGES- THE STIF ACCOUNT HAS BEEN CHANGED INTO THE NEW DIRECTORS NAME AND THE CHAIRMAN HAS BEEN ADDED AS AN AUTHORIZED PERSON AS A BACK UP. ONLINE ACCESS IS NOW AVAILABLE TO TRANSFER MONEY IF NEEDED.

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

None

14. REMARKS FROM COMMISSIONERS

None

15. ADJOURN

Commissioner Brower motioned, seconded by Commissioner Szarzynski to adjourn the meeting at 5:35 PM. Voice vote. All in favor. MOTION PASSED.

Respectfully submitted,

Mary Cahoon - Executive Director