

# **Montville Housing Authority Meeting Minutes**

**November 15, 2022 5:00 PM**

**Independence Village**

1. Call to Order @ 5pm by chair Joe Jaskiewicz

2. Roll Call- All present

3. Remarks from Tenants

- a. Lost a member of community- Board gave condolences
- b. No community garden- too many problems this summer
- c. Bulk trash collecting- Joe J will look into with Public Works
- d. Showers being installed in 20 units, eventually all units. Please let tenants know when they are coming

4. Remarks from Public- NONE

5. Approval of Minutes- 10/18

- . Angela Sherbanee Motioned to Accept
- a. John Szarzynski seconded
- b. All in favor

6. Approval of Payment of Bills

- . October- all approved
- a. November- all approved

7. Correspondence

- . Precision concrete cutting sent bid for fixing sidewalks. Both properties \$17,170.56
- a. EB paving about drainage issue at Independence. Need to know what deposit was.

8. Reports

- . Account Balances-
  - i. Citizens- \$231,991.71
  - ii. Dime Bank- \$4,527.65
  - iii. Money Owed from tenants- \$4953.41, one unpaid KAPA
    - a. Occupancy
      - . Still down two, five and sixty-five
    - i. Five- smoker needs extra work. Hopefully done by the end of the month

9. Old business

- . Audit will be discussed in executive session
- a. DeeAnn Morton went to town council. Asked for money for showers. It was tabled
- b. ARPA commission approved to keep leftover money from TV's, brand new tables for community room in Independence and Freedom

10. New Business

- . Town owed \$90,000, we actually owe \$60,000. Commission voted to give town \$60,000 for PILOT. Joe Jaskiewicz motioned, Angela Sherbanee seconded. All voted YES.
- a. Paid Time Off for Shirley- 5 vacation days, 5 sick days, 3 bereavement days for child, parent and/or spouse or open day for other family. Write this up for next meeting. Tabled till next time
- b. Revising bylaws- tabled. Would like to add process about administrator absence, who runs MHA. John Szarzynski will start the process.
- c. Tenants not approaching contractors when they are working. Tell contractors to inform tenants to talk to Shirley.
- d. Binders for flyers- Every flier that goes out to tenants, will be put into a binder and kept one hanging in the mail room and one hanging in the community room at both properties. Also, a welcome handbook will be put in the binder.

11. Remarks from Public- NONE

12. Enter Executive Session to discuss audit. Entered at 6:11 PM and ended at 6:28 PM.

13. Remarks from Commissioners- NONE

14. Adjourn, 6:28. All voted in favor.