

MONTVILLE HOUSING AUTHORITY MINUTES

June 18, 2024 5:00PM

Independence Village

41 Milefski Drive Uncasville, CT 06382

- 1. CALL TO ORDER - Meeting called to order at 5:00pm**
- 2. ROLL CALL - Angela Sherbanne Present, DeeAnn Morton Present, John Szarzynski Present, Kathie-Doherty Peck Present, Deborah Suarez Present**
- 3. REMARKS FROM TENANTS (3 Minutes) - None**
- 4. REMARKS FROM PUBLIC (3 Minutes) - None**
- 5. APPROVAL OF MINUTES - May 2024 Minutes were approved all in favor.**
- 6. APPROVAL OF PAYMENT OF BILLS - Payment of May bills were approved all in favor.**
- 7. CORRESPONDENCE - None**
- 8. REPORTS**
 - a. ACCOUNT BALANCES**
 - 1. Dime Bank - Closed. \$8102.28 from the account deposited into the Citizens checking account.**
 - 2. Citizens Bank - \$107,630.54**
 - 3. STIF Account - No report. Elderly Housing Management (EHM) needs access to the account.**
 - 4. Money owed from Tenants - 10 outstanding rent payments. 2 rent checks to be reconciled.**
 - 5. PILOT - EHM still working on audits that will determine how much is owed.**
 - b. OCCUPANCY - Units 21 and 45 had tenants move in. Resident in Unit 66 transferring to 64 on 06/20. Unit 5 ready to move in for July.**
- 9. OLD BUSINESS**
 - a. Wi-fi upgrade - Maintenance installed antenna on pole above Independence Community center. Next step is to have IT connect the antenna to the office and test the effectiveness of the antenna.**
 - b. SSHIP funding - Architects contract ready for signature.**
 - c. By-Law updates - EHM CEO announced withdrawal from participation in Commission's responsibility to establish bylaws and updates.**
 - d. Audits - EHM to make recommendation for auditor form by July**
 - e. Elderly Housing Management (EHM) Team**
 - 1. Kyasha Goode, EHM employee, introduced as MHA Housing Administrator (HA)**
 - 2. Rent Stratification - EHM has postponed the process until January and intends to begin notifications in September.**
 - 3. Eversource Bill Reduction Credits - No new reduction credits known at this time.**
 - 4. Call Answering Service - After hours answering service to cost between**

\$100 and \$150 a month. Text-Em-All service is \$30 a month. Office cell phone will be eliminated so that will reduce the cost. Motion was made and seconded to purchase after hours answering service and to start using Text-Em-All for tenant notifications. Motion passed unanimously.

f. R&W work at Freedom Village- EHM to contact R&W about the cost of work at Freedom and see if there are alternative payment options.

g. Breezeline changes to equipment- No changes to present system are known

h. Grievance Policy - Date of September was established to present a draft policy.

10. NEW BUSINESS -

a. Commissioners were reminded that when they are in attendance at a Tenant's meeting they are there as a member of the public not representing the commission.

b. For safety purposes- Locks to the offices will be changed. Motion made and seconded that no commissioner shall have keys to the office and should only use the office facilities when HA is present. Motion passed with vote of 3 to 1. Commissioners Sherbanee, Morton and Suarez in favor. Commissioner Szarzynski not in favor. Commissioner Doherty-Peck had left the meeting for personal reasons.

c. Water Samples at Freedom. Maintenance people will be taking the required state water samples versus LaFramboise employees. That will allow MHA to ensure the samples are furnished to the State on time. It will also ensure a process that should help eliminate the failed tests.

11. REMARKS FROM TENANTS (3 Minutes) -

a. Tenants remarked about the pet policy for dogs not being followed. Dogs are not on a leash and roam onto other properties. Dogs are barking all hours of the night. HA will remind all residents of the existing pet policies and local dog ordinances. HA will also review the consequences of non compliance with the pet policies.

b. Tenant asked if Textemall notice will show if the notice is from the MHA office. Tenants were assured it will.

c. Tenants concerned at the number of times the fire department has been called to a certain unit. HA to visit with the tenant to make sure the tenant is able to live independently.

12. REMARKS FROM PUBLIC (3 Minutes) - None

13. REMARKS FROM COMMISSIONERS - Concern with the number of plants and bushes being added at units. HA to remind Tenants of the tree plant/planter policy in place and to have them remove plants and bushes not in compliance.

14. ADJOURN- Motion to adjourn seconded and passed unanimously. 6:30pm