

# **MONTVILLE HOUSING AUTHORITY MEETING MINUTES**

**September 25, 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) - Tenant remarked that notices need to be handed out earlier especially those about meeting changes. Suggestion was made to utilize text all capability for all notices. Concerns about Breezeline not working well and modems having to be reset too many times. Concerns about rents increasing next year. Suggestion that the rent formula should be 25% vice 30% of income. Maybe even freeze rents. Suggestion that the town find a way to give the residents \$100.00 a month for food. Suggestion to plant some new trees at Independence Village.**
- 4. REMARKS FROM PUBLIC (3 Minutes) - None**
- 5. APPROVAL OF MINUTES - Motion to approve July 2024 Minutes by Comm. Szarzynski with a correction to the title of the document to be Meeting Minutes vice Agenda. Motion seconded by Comm. Suarez. Motion passed 5 out of 5 in favor of the motion.**
- 6. APPROVAL OF PAYMENT OF BILLS - Motion to approve payment of July and August bills by Comm. Szarzynski and seconded by Comm. Suarez. Motion passed 5 out of 5 in favor of the motion.**
- 7. CORRESPONDENCE - Email from Costello Company LLC in regards to the documentation required to begin the 2020 and 2021 audits. Suggestion from Comm. Morton that the Administrator start with contacting Penny Fisher to see what the prior administrator gave to CHFA.**
- 8. REPORTS**
  - a. ACCOUNT BALANCES**
    - 1. Citizens Bank - \$206,617.30**
    - 2. STIF Account - \$109,586 as of July.**
    - 3. Money owed from Tenants - Reconciliation will be reviewed when recertification takes place.**
    - 4. PILOT - Audits need to be completed to assess what is owed**
  - b. OCCUPANCY - Units 30,43 and 66 are open and being prepared for occupancy**
  - c. EHM -**
    - 1. Discussion and /or approval of proposed revision to MHA Grievance Policy- Tabled until October Meeting**
    - 2. Approval to move forward with Board Bylaw review and revision by Attorney Wrona- Tabled until October meeting**

## **9. OLD BUSINESS**

- a. Drinking Water at Freedom - EPA meeting with Administrator this week. Flushing of system to be done this month. Drinking water has been distributed to residents. Units that were given faucet filters should have a plan for replacement cycle of filters even though they last for months per the manufacturer.
- b. SSHIP funding - Architect's mechanical representative walked through all units at Independence to document electrical requirements.
- c. By-Law updates - Tabled until October Meeting

## **10. NEW BUSINESS -**

- a. Approval of contractor for building repair at Freedom. Motion by Comm. Szarzynski was seconded by Comm. Doherty Peck to accept Blusky as the contractor. Motion passed 5 of 5 in favor of motion.
- b. Election of Officers -
  - 1. Motion by Comm. Sherbanee for Comm. Doherty- Peck to be Chairperson and seconded by Comm. Suarez. Motion passed 5 of 5 in favor.
  - 2. Motion by Comm. Doherty-Peck for Comm. Sherbanee to be Vice Chairperson and seconded by Comm. Morton. Motion passed 5 of 5 in favor
  - 3. Motion by Comm. Doherty-Peck for Comm. Suarez to be Secretary and seconded by Comm. Sherbanee. Motion passed 5 of 5 in favor.
  - 4. Motion by Comm. Doherty-Peck for Comm. Szarzynski to be Treasurer and seconded by Comm. Sherbanee. Motion passed 5 of 5 in favor.
  - 5. Motion by Comm. Suarez for Comm. Morton to be Assistant Treasurer and seconded by Comm. Doherty-Peck. Motion passed 5 of 5 in favor.
- c. Approval of 2025 Meeting Dates- Motion by Comm. Doherty-Peck to accept the following 2025 meeting dates and seconded by Comm. Suarez: January 21 at Freedom, February 18 at Independence, March 18 at Freedom, April 15 at Independence,, May 20 at Freedom, June 17 at Independence, July 15 at Freedom, August NO Meeting, September 16 at Independence, October 14 at Freedom, November 18 at Independence, December 9 at Freedom.  
Motion passed 5 of 5 in favor of the motion.

**11. REMARKS FROM TENANTS (3 Minutes) -** Concerns regarding recertification. All tenants will get a letter from the Administrator when the recertification will start. Concerns over abandoned cars at Independence. Administrator working with individuals to ensure compliance with lease. Concerns in regards to tenants having unauthorized people living with them. Administrator working to ensure that is not happening. Concerns about Plant Policy. Administrator will propose changes to policy to make improvements and clarification. Concerns about parking spaces. Tenants are allowed to switch parking spaces by mutual agreement.

**12. REMARKS FROM PUBLIC (3 Minutes) -** None

**13. REMARKS FROM COMMISSIONERS -** Comm. Doherty-Peck stated that the commission is always trying to improve the two villages. Comm. Suarez reminded everyone to be respectful when others are trying to speak. Comm. Morton

reminded everyone that the town has numerous programs that provide services for seniors.

**14. EXECUTIVE SESSION for Discussion of Administration issues. Session began at 6:10pm. Issues were discussed and no votes were taken. Session ended at 7:00pm.**

**15. ADJOURN- Motion to adjourn by Comm. Morton. Motion seconded by Comm. Szarzynski. Motion passed 5 of 5 in favor of the motion at 7:05pm.**