

**HOUSING AUTHORITY TOWN OF MONTVILLE
MEETING MINUTES OF FEBRUARY 20, 2018 5PM**

1. CALL TO ORDER

The Chairman called the meeting to order at 5:05 PM in the community room at Freedom Village in Oakdale.

2. ROLL CALL

Present at the meeting were Commissioners Sullivan, Brower, Macher and Szarzynski. Also present was the E.D. and one tenant.

3. REMARKS FROM TENANTS

The tenant inquired on the progress with getting the dryers lifted. The E.D. indicated that she was still trying to get in contact with the sales department and was working on the project.

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

None

5. APPROVAL OF MINUTES

Motion by Commissioner Szarzynski, seconded by Commissioner Brower, to approve the minutes of the December 12th 2017 meeting 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 DECEMBER

Uline	\$17.99	Balance from carpet shipment
M. Cahoon	\$500.00	Bonus
P. Spiess	\$150.00	Bonus
R. Spiess	\$200.00	Bonus
Millenium Water	\$963.00	Water Monitoring for IV and FV
Tomaszek Plumbing	\$135.00	Sink hookup in #25
McCarthy Oil	\$125.00	Condenser in #13
Atlantic Broadband	\$291.21	Phone charges
Bonner Electric	\$925.40	Exit light replacement and outside pole repair
Comptroller, St of CT	\$390.64	MERFund contribution
Treasurer, Tn of MTVLLE	\$1866.51	Health Care Premium
R. Spiess	\$360.57	Maintenance

P. Spiess	\$154.08	Cleaning #77
Atlantic Broadband	\$226.69	Phone charges
Comptroller, St of CT	\$334.43	December MERFund contribution
Tomaszek Plumbing	\$333.40	Hot water heater replacement 62
Treasurer, Tn of MNTVLE	\$1866.51	January Health Premium
R. Spiess	\$267.53	Maintenance
P. Spiess	\$111.59	Cleaning #77 and #29
Eversource	\$994.83	December Electric

PAID IN JANUARY

M. Cahoon	\$2307.15	January Salary
Millenium Water	\$8576.24	Pump test for new well
Eversource	\$1108.93	December Electric
Montville Hardware	\$156.55	Mouse traps, tools, paint supplies
Sherwin Williams	\$95.60	Paint for vacancies
B&W Paving	\$12010.00	Snow and ice treatment
R. Spiess	\$139.54	Maintenance
AA Lock & Key	\$134.00	Unit handle repair #24
IRS tax payment	\$1373.95	
P. Spiess	\$49.31	Cleaning #29
R. Spiess	\$206.17	Maintenance
Atlantic Broadband	\$2060.00	Cable and internet for January
Home Depot	\$504.12	New carpet for #77 due to floor damage
Staples	\$393.52	Office supplies
Eversource	\$128.04	Electric for #35
B&W Paving	\$5140.00	Snow removal and ice treatment
Sterling Superior	\$358.08	Trash removal
M. Cahoon	\$123.96	New Vacuums
R. Spiess	\$297.64	Maintenance and Repair #29
P. Spiess	\$142.32	Cleaning #29
B&W Paving/Landscaping	\$2,820.00	Snow and Ice cleanup
Eversource	\$113.18	Final electric bill #35
Atlantic Broadband	\$517.61	January Phone Bills
McCarthy Oil	\$125.00	HVAC unit #3
Jay's Sewer Rooter	\$250.00	Shower in #1 and Laundry room pipe clear
Treasurer, Tn of Mvntvle	\$1,866.51	February Health Premium
Sherwin Williams	\$42.64	Paint for vacancies
B&W Paving	\$7,730.00	Blizzard Clearing
Millenium Water	\$963.00	February Water Monitoring
Cash	\$100.00	Replenishment of Petty Cash
R. Spiess	\$414.07	Maintenance and painting #29
P. Spiess	\$130.37	Cleaning #29 and #17
Comptroller, St of CT	\$418.22	January's MERFund Contribution
Bonner Electric	\$335.23	Replacing outside light at FV
Keith's Appliances	\$539.99	New stove for #29
B&W Paving	\$1,795.00	Ice treatment
Eversource	\$2,499.69	January Electric Bill
P. Spiess	\$142.32	Cleaning #29 and #17
R. Spiess	\$281.01	Maintenance and Repairs #17
M. Cahoon	\$59.85	3 Tenant background checks

PAID IN FEBRUARY

M. Cahoon	\$2,390.40	February Salary
R. Spiess	\$302.27	Maintenance and Repairs #17
P. Spiess	\$161.10	Cleaning #17
Sterling Superior	\$376.00	Trash Removal
Lavigne, Mark, et al	\$560.50	Eviction Notices
Montville Hardware	\$234.14	Tools, paint supplies
Atlantic Broadband	\$2,060.00	Cable and Internet February
Home Depot	\$370.78	
Stewart and Stevenson	\$525.00	Generator Repair
B&W Paving	\$2,440.00	January 17 storm
B&W Paving	\$6,240.00	January 30/31 storm
USI Insurance Services	\$141.37	Fire Insurance
Treasurer, Tn of Mtvllle	\$28,556.18	PILOT payment for 2017
St of CT DOR	\$160.00	CT tax payment
Staples	\$206.09	Ink, tax forms
B&W Paving	\$2,270.00	February 2 storm
R. Spiess	\$257.37	Maintenance and repairs #17
P. Spiess	\$92.88	Cleaning #17

Motion by Commissioner Szarzynski, seconded by Commissioner Macher, to approve the payment of the bills as submitted. Voice vote. All in favor. Motion passed.

CORRESPONDENCE

1/5	MHA to Tenant 67	Reminder about asking neighbors for items
1/5	MHA to tenant 51	Warning about dog in unit
1/8	St of CT to MHA	STIF dividend of \$417.92

REPORTS

A. ACCOUNT BALANCES: Checking account balance is \$139,137.38.
STIF balance is \$370,876.60.

B. DEPOSIT VALIDATION: The commissioners verified the rent taken in
Matched the bank deposit slips submitted.

C. OCCUPANCY: Currently vacant are 17, 29, 46 and 66. 17 and 29 have
People ready to move in March 1.

D. TENANT PROBLEMS: None

9. OLD BUSINESS

None

10. NEW BUSINESS**A. MAINTENANCE PAYROLL RAISE**

The E.D. verified that the budget would allow for a slightly lower raise than originally inquired about at the December meeting by the commissioners for

the maintenance person. The E.D. indicated that half the raise could come this year and the other half the next year and the commissioners agreed to this plan. The commissioners indicated that the raise should be retroactive to the 1st of January.

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

None

12. REMARKS FROM COMMISSIONERS

None

13. ADJOURN

Commissioner Brower motioned to adjourn the meeting at 5:25 PM, seconded by Commissioner Macher. Voice vote. All in favor. MOTION PASSED.

Respectfully submitted,

Mary Cahoon
Executive Director