

**HOUSING AUTHORITY TOWN OF MONTVILLE  
MEETING OF MARCH 20, 2018  
INDEPENDENCE VILLAGE UNCASVILLE  
MEETING MINUTES**

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**1. CALL TO ORDER**

It's Chairman called the meeting to order at 5:03 PM in the community room of Independence Village in Uncasville, CT.

**2. ROLL CALL**

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

**3. REMARKS FROM TENANTS**

The tenant inquired about the possibility of the tenants making a permanent picnic area in a lower lot of Independence with picnic tables and a fire pit/grilling area. The E.D. said she would have to check with the fire marshall to ensure the pit was legal and had necessary permits in place. It will be revisited when the E.D. has an answer to that.

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

None.

**5. APPROVAL OF MINUTES**

Commissioner Brower motioned, seconded by Commissioner Macher to approve the minutes for the February 20, 2018 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 FEBRUARY**

Staples	\$206.09	Printer ink, paper, office supplies
B&W Paving	\$2270.00	February 2 storm cleanup
R, Spiess	\$257.37	Maintenance
P. Spiess	\$92.88	Cleanup #17
Millenium Water	\$963.00	Water Testing FV and IV
Tomaszek Plumbing	\$577.25	Hot water tank replacement
P. Spiess	\$99.74	Cleaning #17
R. Spiess	\$67.98	Maintenance
B&W Paving	\$5790.00	Snow and ice treatment

Suburban Propane	\$30.00	Tank rental FV
Atlantic Broadband	\$515.37	Telephone for January
Eversource	\$1110.23	Electricity for January
R. Spiess	\$101.74	Retroactive raise from January
P. Spiess	\$126.05	Cleaning #17
R. Spiess	\$310.16	Maintenance

**PAID IN MARCH**

Comptroller, St of CT	\$334.43	February MERF contribution
M. Cahoon	\$2390.40	Salary for February
Supplyworks	\$1005.84	Stove elements and bulbs
Eversource	\$840.75	February electric
Home Depot	\$119.65	Bulbs and painting supplies
Sterling Superior	\$376.00	March trash removal
P. Spiess	\$53.26	Cleaning 17 and 46
R. Spiess	\$287.56	Maintenance
DOR state of CT	\$141.00	CT payroll withholding
DOH state of CT	\$2250.00	Compliance penalty FV
Bonner Electric	\$322.59	Bad photocell building 9 FV
Stewart & Stevenson	\$606.60	Air filter replacement generator IV
Staples	\$402.45	Ink cartridges, office supplies
Atlantic Broadband	\$2060.00	Cable and Internet for March
Crystal Rock LLC	\$1462.57	FV water delivery
R. Spiess	\$295.34	Maintenance
P. Spiess	\$136.38	Cleaning #46
B&W Paving	\$3120.00	Storm and ice control
M. Cahoon	\$64.21	Receipt books and stamps
Lenard Engineering	\$3500.00	Lead and copper OCCT
Jays Sewer Rooter	\$635.00	Sewer line clearing multiple units
Tomaszek Plumbing	\$135.00	Call for hot water repair
Supplyworks	\$61.33	Medicine cabinet replacement
M. Cahoon	\$158.34	P touch tapes, batteries, supplies
McCarthy Oil	\$500.00	PC boards for 4 HVAC units FV
Mlllenium Water	\$963.00	Water testing FV and IV
Atlantic Broadband	\$517.65	Telephone for February
R. Spiess	\$249.67	Maintenance
P. Spiess	\$81.02	Cleaning #46

Commissioner Brower motioned, seconded by Commissioner Macher, to approve the payment of the bills as submitted. Voice vote. All in favor. MOTION PASSED.

**CORRESPONDENCE**

2/8	St of CT to MHA	STIF dividend of \$402.10
2/26	MHA to Tenants 75/76	Ongoing tenant issue

**REPORTS**

**A. ACCOUNT BALANCES:** Checking account balance is \$133,306.10.  
STIF balance is \$371,279.08.

**B. DEPOSIT VALIDATION:** The commissioners validated the amounts of the deposits against the bank slips.

**C. OCCUPANCY:** Currently vacant are 46 and 66.

**D. TENANT PROBLEMS:** None

## **9. OLD BUSINESS**

None

## **10. NEW BUSINESS**

### **A. NEW APPLIANCES IN LAUNDRY ROOM**

The E.D. updated the Commission on the laundry rooms of both properties receiving new appliances. Both properties would receive one front loading and one top loading washer and new dryers on risers. E.D. hopes this will assist both elderly and disabled residents in doing their laundry. Freedom Village will see a \$.25 per load increase bringing them up the price Independence had been paying for quite some time. No other increases were expected during the transition.

### **B. HANDICAP ACCESSIBILITY AT INDEPENDENCE**

The E.D. mentioned that Independence Village is not completely handicapped accessible as there are two doors, one that leads into the mail room and the main door from the mail room into the community room, that were not fitted with handicap accessible openers. As there are several people on property who need the openers on the door she asked the commission to approve the purchase of additional handicap openers. She had procured two estimates for the openers, the lower of which was \$2408.88. Commissioner Brower motioned, seconded by Commissioner Macher, to approve the installation of two new handicap accessible openers at Independence Village. Voice vote. All in favor. MOTION PASSED.

### **C. USING COZY.CO FOR RENTAL PAYMENTS**

E.D. wanted to establish an account with the company Cozy.co which allows the tenants to be able to do free money transfers from their checking accounts electronically to pay rent. She stressed this would be just another option available to tenants and any tenant who did not want to use it would not be required to use it. Commissioner Brower motioned, seconded by Commissioner Macher, to start the account and open the option to tenants. Voice vote. All in favor. MOTION PASSED.

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

None

**12. REMARKS FROM COMMISSIONERS**

None

**13. ADJOURN**

Commissioner Brower motioned, seconded by Commissioner Macher, to adjourn the meeting at 5:45 PM. Voice vote. All in favor. MOTION PASSED.

Respectfully submitted,

Mary Cahoon  
Executive Director