

**HOUSING AUTHORITY OF THE TOWN OF COLCHESTER**  
**MINUTES REGULAR MEETING**  
**JULY 21, 2022**

The Regular Meeting of the Board of Commissioners of the Housing Authority of the Town of Colchester was called to order at 7:00 p.m.

Commissioners Present:	Janet LaBella Marion Spaulding Denise Salmoiraghi Kate Forcier
Commissioners Absent:	Michael Dankiw
Others Present:	Brian Gustafson, Executive Director Robert Gustafson

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COLCHESTER, CT  
2022 JUL 26 PM 12:24  
*Gayle Furman*  
GAYLE FURMAN  
TOWN CLERK

Approval of Minutes:

Commissioner Spaulding moved to approve the minutes of the June 16, 2022, meeting; seconded by Commissioner Salmoiraghi. All Commissioners voted in favor. So, moved.

Approval of Financial Statements:

Commissioner Spaulding moved to approve the bills lists; seconded by Commissioner Salmoiraghi. All commissioners voted in favor. So, moved.

Public Comments:

Megan Grasso, from #16 at Ponemah Village, spoke about a new request for an accommodation, asking to transfer to a unit without stairs.

Additions to the Agenda:

None

Communications:

Communications continue with all parties involved with the SSHP grant. The final job meeting/walk about to finalize a punch list took place on June 24<sup>th</sup> 2022. DEF was on site the week of the meeting buttoning up some punch list items.

June 30<sup>th</sup>, 2022, Senior Resources approved the grant request that Rob and Laura worked on. This will serve to provide a new exercise bike at each village for residents to use as well as replace our "ancient," by technological standards, copy machines for our staff and residents to use! Also, approved were blu-ray players and Yamaha sound bars for our tenants to enjoy upon our reopening of the community room!



Director's report:

June 29<sup>th</sup> 2022, Robert Gustafson formally retired after being Executive Director of the Colchester Housing Authority for nearly a quarter of a century! Rob will be able to stay on for up to 90 8-hour days over a period of one year. A formal agreement has been realized in regards to this and Rob has rejoined our staff as a part time employee.

The ERAP Rent Roll was approved by CHFA as of June 23<sup>rd</sup> 2022. Rob had submitted RFP #1 on 6-6-2022 for \$ 21,444.00 which was expected mid July, but has not come been received.

The resident with the outstanding bill for damages hasn't tried to pay anything toward those damages. Rob delivered a letter June 29<sup>th</sup> 2022, informing the resident that if no payment is made that the Housing Authority will have no choice but to seek legal action. No payment was received at the time of her rent payment on 7-11-2022.

Breeds Tavern. All is well other than waiting for Unite CT to process payments and 10 notices of nonpayment of water bills from Colchester Water and Sewer. 6/29/2022, Received notification that a tenant that is substantially behind in his rent did not follow up with Unite CT and provide them with the information they required; as a result, his application has been denied and no communication from the tenant has been received. Brian is preparing a letter to offer a payment arrangement. If this is not in place, the housing authority will have no choice but to seek legal action.

Tenant Commissioner's Report:

No report.

Unfinished Business:

Brian will seek estimates to repair/replace two retaining walls at Dublin.

New Business:

Brian is preparing a spreadsheet, itemizing a scope of work, to plan for a Ponemah Village renovation.


Commissioners' Comments:

None.

Adjournment:

Commissioner Spaulding moved to adjourn the meeting; seconded by Commissioner Forcier. All Commissioners present voted in favor; so, moved. The meeting was adjourned at 8:12 p.m.

Respectfully submitted,

Kate Forcier 

Kate Forcier  
Secretary

