

HOUSING AUTHORITY OF THE TOWN OF COLCHESTER
MINUTES REGULAR MEETING
FEBRUARY 16, 2023

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
Denise Salmoiraghi
Kate Forcier
Marion Spaulding
Michael Dankiw

Commissioners Absent: None

Others Present: Robert Gustafson

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2023 MAR 15 AM 7:58
Gayle Furman
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TOWN CLERK

Approval of Minutes:

Commissioner Salmoiraghi moved to approve the minutes of the January 19, 2023, meeting; seconded by Commissioner Forcier. All Commissioners voted in favor. So, moved.

Approval of Financial Statements:

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

Public Comments:

None

Additions to the Agenda:

None

Communications:

Communications continue with all parties involved with the SSHP grant.

Communications have resumed with Ms. Fisher regarding financials; a site visit is being arranged with Mr. Brian Gustafson and the CHA accountant.

Communications with FASD. Mr. Gustafson reported on an Issue found at unit D-30. FASD will inspect all units at a cost of \$800. A meeting will be held with them to discuss the findings in unit D-30 and the fire extinguisher services as well as the phone app.

Frontier – Called 1-13-2023 due to fax line being inoperable. After they rescheduled, they are supposed to come on 2-17-23.

Director's report:

Currently Vacant RSC position – 2 inquiries have come in about this Job position without advertising. Discussion was held of updated duties recommended before advertising position.

Rent Increase – Mr. Gustafson requested an amount proposed from the board.

Senior Resources – Second quarter report is complete. Coordinating staff to relocate items to re-open Dublin Community building.

Retaining wall – On the list of items being submitted to DOH, the trenching for the grant clearly has affected the retaining wall. Steve Shorts has been notified that the CHA has accepted his proposal regarding the block retaining wall installation. A retainer has been paid.

Fire Alarm – We are still awaiting the inspection reports from American Alarm. FASD will be re-inspecting the units performing a different test.

Sewer Pumps – Hungerford Pump: We have now received the bill and Rob and I are hoping to negotiate this price a bit. There was an agreement to pay in three installments; the first of which has been paid.

Parking Situation – After witnessing 2 accidents in our Dublin Village parking lot in the last month, I am cracking down on the parking rules and have created site maps with the tenant parking space numbered on the document. Would like to discuss distribution/posting of this information.

Our Current Vacancies:

D-4 – Ready for tonight's meeting/formal approval of Transfer Re: Mr. Washington.

D-25 – This apartment contains many of the grant related complaint items; all other work on the unit has been completed.

D-27 – Decision time.

P-11 – Inspected, found to be left in excellent condition. Alex has begun working in this unit.

P-15 – Inspected, found to be left in very good condition. Need to find time to further inspect shower issue before Alex can finish the unit.

BT

Multiple e-mails sent to Mike Santoro at DOH. No response has been received since the date of the "Project review meeting."

Tenant Commissioner's Report:

No report.

Unfinished Business:

None

New Business:

None

Executive Session:

Commissioner Forcier moved to enter an executive session for the purpose of discussing legal matters; seconded by Commissioner Salmoiraghi. All commissioners voted in favor. So, moved.

Commissioners' Comments:

None.

Adjournment:

Commissioner Forcier moved to adjourn the meeting; seconded by Commissioner Spaulding. All Commissioners present voted in favor; so, moved. The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Kate Forcier
Secretary

