



Minutes

The Colchester Housing Authority meet on Thursday October 15th 2020 for its monthly business meeting at Dublin Village. In attendance were Janet LaBella: Chairperson, Denise Salmoiraghi: Treasurer, Michael Dankiw: Tenant Commissioner, Kate Forcier: Member and Robert Gustafson: Executive Director. Marion Spaulding: Vice chairperson/ Sectary was absent for personal reasons.

The meeting was called to order at 6:59 pm.

The meeting minutes from September 2020 were reviewed: a motion was made by Denise and seconded by Kate to accept the minutes as submitted: the motion passed unanimously. The financial statements for September 2020 were reviewed: a motion was made by Kate and seconded by Michael to accept the financial statements as submitted: the motion passed unanimously.

Communications:

Ongoing with all parties involved with SSHP Phase two remodeling of Dublin Village.

Received payments for ERAP & RSC.

Still no response from CHARO.

Rob sent corrections of Board Member information verification form to Town Hall on 9-21-20.

CHA audit began 10-7-2020. Costello Company is performing our audit.

Rob received an e mail from the Town of Colchester; forwarded from the Town of Ledyard today asking, what our property is assessed at, what percent pilot we pay the town, what services the town provides us. If we use a management company, how many units we have and what the gross rents are. Rob will send a reply to the town of Ledyard asap.

Directors report:

Phase two progress is at 50% completion. ADA Kitchen remodeling is under way. There have been many delays due to, back orders, incorrect orders, incomplete instruction and miscommunications. Through all that progress is being made. Two of the ADA Kitchens are nearly complete. Work in the third unit has begun. When the electrical work is completed the new flooring and cabinetry can be installed.

The fourth ADA unit is set to begin tomorrow am and is to be completed while the resident is away. Our resident who was first to have his kitchen remodeled, Mr. Pratt has shown patience and understanding of the process of being the prototype unit. Mr. Pratt's unit's renovation is taking a lot longer than anticipated, as all the kinks that get discovered while in the renovating process were ironed out. As of this evening his unit has taken eleven of the four days that were planned for and it still isn't 100% complete. This will be discussed at the next job meeting. Rob will be requesting a voucher to compensate him for the extended period of the renovation.

All new lock sets have been installed, 3 of 96 require the locksmiths fine tuning.

The new heat pumps are being installed. Electrical work continues tying in the generator to all units.

The new siding is still two to three weeks away. We are still two windows and two doors short.





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Minutes continued.

Rob will be reaching out to the seventh applicant on our waiting list who he believes will take the available ground floor unit at Ponemah Village. Another upstairs E-92 unit has been vacated due to the residents passing. This unit will be thoroughly cleaned, repaired and painted asap. Water heater replacement at Ponemah Village has become a frequent maintenance item. Power snaking the same main drain line at Dublin Village three different times at 7:00 pm has also become a quite curious issue.

Report of the Tennant Commissioner:

Mike reported that the residents are coping well with all that is going on with the construction and the pandemic.

One resident requested that we install an E.V. charging station near their apartment as they were thinking about buying an electric vehicle. After discussing this matter, Kate made a motion, seconded by Denise to not install a charging station: the motion passed unamoiusly.

At Breeds Tavern:

One long term resident is in the process of buying a house and will be returning their keys upon closing. We've had five different calls for plumbing issues.

Rob had a roll off dumpster delivered and a few of the residents demolished that dilapidated shed by the garage.

Two residents are one month behind in rent. Two residents are three months behind and the one who made a payment arrangement is not sticking to it.


Rob spoke with our auditor about an audit for Breeds Tavern and all that needs to be addressed in the near future.

Rob has requested a quote from an HVAC company to service all the furnaces.

Unfinished Business: None

New Business: None

A motion to adjourn the meeting was made by Denise and seconded by Mike, the meeting was adjourned at 7:36 pm.

Respectfully submitted, 

Robert Gustafson
Executive Director

CC:

Marion Spaulding
Vice chairperson/ Secretary

Town Clerk

