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TOWN CLERK

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### Minutes

The Colchester Housing Authority met on Thursday, January 21, 2021 for its monthly business meeting at Dublin Village. In attendance were Janet LaBella: Chairperson, Marion Spaulding: Vice Chairperson/Secretary, Denise Salmoiraghi: Treasurer, Michael Dankiw: Tenant Commissioner and Robert Gustafson Executive Director.

The meeting was called to order at 6:58 PM

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

The financial statement for November 2020 was reviewed: a motion was made by Denise and seconded by Michael to accept the financial statement as submitted: the motion passed unanimously.

Rob reviewed December financial information with members, due to the cancelation of the December meeting.

### Public Comment

A resident of Dublin Village was present to request a transfer from her current unit to a larger unit, six other residents have requested a transfer and there are currently 64 applicants on the waiting list to move into a unit.

### Additions to the agenda – None

### Communications

Ongoing with all parties involved with SSHP phase two remodeling of Dublin Village. A walk through punch list was prepared today for the first sixteen units, by Rob the Architect and Contractor.

Received final CHRO report, complaint was dismissed with a finding of no reasonable cause.

### Report of the Executive Director

Construction is moving along, the next delivery of siding is expected any day, although no unit is 100% complete. Appliances and under counter heaters of the ADA units, as well as one size of a closet door are on back order. Very few complaints concerning the length of time for construction or safety concerns with this renovation have been voiced by the residents. The contractors have stepped up with COVID protocol by taking all employees temperature in the am and pm, distancing and staying masked. The size of blinds for the new windows has been an issue, residents are not able to re-use their existing blinds. Rob has submitted CHA on the CT VAMS website, hoping that CHA staff will be eligible for 1B round of vaccination. A lot of time was spent cleaning sewer lines of the holidays. A resident that has a long term stay in a care facility returned to CHA and had numerous falls, calls for lift assists and is now back in a care facility, another resident will be returning to CHA after a long stay in a care facility.





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There is a lease violation by a resident at both villages who have an adult male child residing with them. Three vacant units have been re-leased, another vacant unit is ready to be re-leased, Rob is reviewing the waiting list and three additional vacant units are currently being readied to be re-leased. A resident reported to Rob that she may be moving out in February. Rob reported 64 qualified applicants are currently on the waiting list.

**At Breeds Tavern:**

Rob has contacted the residents with substantial balances due, one resident is a month behind in rent, three residents are two months behind in rent. One resident is severely behind in their rent, Rob leaves messages in the AM and PM because this resident will not answer their phone and has not responded to repeated attempts to communicate, this resident also has a rental agreement in place from prior to COVID and has violated that agreement. This resident is working and has income – members discussed filing for eviction, so that when the courts go back to work on evictions, they can be removed from the property. Rob reported that the resident who moved out last month, was requesting the return of her security deposit, Rob notified this resident that the security deposit will not be returned as she had been in violation of her lease for years by having her husband live in the unit and not report his income. There was closing discussion regarding the timing of when the state will declare Breeds a rental property and not a co-operative since the residents have not functioned like a co-op for years.

**Report of the Tenant Commissioner:**

Michael reported everything has been very quiet with COVID restrictions, except for one resident tonight who struggled with his new power chair and did some damage to his unit, residents are social distancing.

**Unfinished Business - None**

**New Business: - None**

Motion to adjourn the meeting was made by Denise and seconded by Michael, meeting adjourned at 7:48 PM – unanimously accepted.

Respectfully submitted, *Marion Spaulding*

Marion Spaulding  
Vice Chairperson/Secretary  
CC: Town Clerk

