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*Gayle Furman*  
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TOWN CLERK

### Minutes

The Colchester Housing Authority met on Thursday, April 21, 2022, for its monthly business meeting at Dublin Village. In attendance were Janet LaBella: Chairperson, Marion Spaulding: Vice Chairperson, Denise Salmoiraghi: Treasurer, and Robert Gustafson, Executive Director. Michael Dankiw: Tenant Commissioner and Kate Forcier: Secretary were not present and excused.

Janet LaBella, Chairperson called the meeting to order at 7:00 PM

The meeting minutes for March 2022 were reviewed: a motion was made by M. Spaulding and seconded by D. Salmoiraghi to accept the meeting minutes as submitted: the motion passed unanimously.

The financial statements for the period of 3/15/2022 – 4/19/2022 were reviewed: a motion was made by M. Spaulding and seconded by D. Salmoiraghi to accept the financial statement as submitted: the motion passed unanimously.

### Public Comment

Four Dublin Village residents arrived at 7:15 pm to discuss the newly instituted Smoke Free Policy that was published in the April 1<sup>st</sup> newsletter and goes into effect, May 1<sup>st</sup>. Concerns and protests of the new policy with such a short notice were voiced; residents were given a 30-day notice. One resident has suggested a "smoking area" outside 25' from her unit that she will supply with a table/chairs and umbrella for her use and her neighbor's use. The Chairperson and Executive Director explained that this policy is in place in many other housing authorities and apartment complexes and is a nationwide movement; expounding on the fact that cleaning a unit and maintaining the HVAC equipment is very costly when a smoker's unit is turned over to re-lease, as well as the numerous complaints from other residents regarding the smoke from neighboring units.

### Additions to the agenda – None

### Communications

Communications escalate as completion nears of the SSHP phase two construction work. Some punch list work has yet to be completed and will be the main topic at the next and perhaps final job meeting scheduled for 4-27-2022. Other communications have continued from various agencies regarding the unfinished unit. 3-31-2022 the final decision of "no reasonable cause" on the second CHRO claim was received. A call from a disgruntled person who has been on our waiting list since 9-29-2020, was received; this person felt that they have been discriminated against because others that have applied after 9-29-2020 have been placed; the procedural public housing rating system was explained to the caller, explaining the "need based" priority of placement.





## **Report of the Executive Director**

The community building and laundry facilities were re-opened on 4-1-2022. Even though this was published in the April 1<sup>st</sup> newsletter, residents continue to call for laundry appointments; clearly residents are not reading the newsletter for valuable information. American Alarm completed some repairs to the fire alarm systems at both villages and will soon set up a test date for both systems. The Fire Marshal will be inspecting Dublin Village on 5-2-2022 and Ponemah Village on 5-4-2022. The Smoke Free policy was published in the April 1<sup>st</sup> newsletter and delivered to residents for their signature on 4-19-2022. A resident of Dublin Village passed away the day after the last meeting. She had no family to remove all her belongings only two dear friends that came and did all that they could within the apartment. This has left CHA with quite a responsibility of disbursing / disposal of any belongings abandoned within the unit before preparation of the unit for re-lease. Three apartments have been leased for May 1<sup>st</sup>. 15 applications have been sent out since our last meeting. 5 have applications have been received. 1 application has been removed from the waiting list; there are currently over 70 applicants on the waiting list.

### **At Breeds Tavern:**

Notification of a water leak in the crawl space of an apartment was received on 3-21-22. The resident's son was able to shut off the water. Curries Plumbing and Servpro both had excellent response time to the call. Curries repaired the leaks and Servpro began the cleanup, all the insulation had to be removed and replaced. The entire crawl space was dried and treated to avoid any issue of mold occurring. The insurance company was contacted, Rob met on site with an adjuster and received payment 1 from the insurance company on 4-20-22. The insurance company is working closely with Servpro to finalize the repairs. Three old oil-fired water heaters have been replaced. Landscaping improvements that need to be completed were reviewed with the landscaper and awaiting his quote.

### **Report of the Tenant Commissioner: None**

### **Unfinished Business**

A request for accommodation form requesting a transfer from a resident of Dublin Village that was denied last month was discussed with latest information being provided. This resident is claiming disabilities that have been observed to be false, since she has been seen gardening and carrying bags of Miracle Grow to several garden areas that surround her unit; areas that she has been advised to clean up from all the belongings and debris surrounding the exterior of the apartment. This resident also has a past due balance. Request denied. This resident also requested an ADA parking space closer to her apartment. This request will be added to the parking space request list and will be provided when a space becomes available.

A request for accommodation form requesting a transfer from a resident at Ponemah was discussed, it was determined that a nexus between the subject matter of the resident's request and the location of her unit were not medically connected. Request denied.

### **New Business:**

There was discussion regarding the unfinished Dublin Village apartment and project completion of SSHP phase two construction work.



A previously approved transfer request of a Dublin Village resident with a medical condition, who needs a larger unit to accommodate a vast amount of medical equipment, will be offered the next available apartment that accommodates his needs.

Breed's Tavern Management Fee was discussed, motion to transfer \$20,000 from Breed's Tavern Operating Account to CHA Operating Account for past due management fees accrued was made by J. LaBella and seconded by M. Spaulding; motion passed unanimously. There will be a review and discussion next month regarding the time CHA expends at Breeds Tavern and the Breeds Tavern annual financial statement, in order to institute a monthly management fee moving forward.

Breed's Tavern Reserve account was discussed, motion to transfer \$20,000 from Breeds Tavern Operating Account to Breeds Tavern Reserve Replacement Account made by J. LaBella and seconded by D. Salmoiraghi, motion passed unanimously.

**Adjournment:**

Motion to adjourn the meeting was made by M. Spaulding and seconded by D. Salmoiraghi, meeting adjourned at 8:09 PM, motion passed unanimously.

Respectfully submitted, *Marion Spaulding*

Marion Spaulding  
Vice Chairperson



CC: Town Clerk