



DUBLIN VILLAGE OFFICE 300LEBANON AVENUE
COLCHESTER, CONNECTICUT 06415
(860) 537-5251
FAX (860) 537-5856

**MINUTES SPECIAL MEETING
JANUARY 5, 2022**

A Special Meeting of the Board of Commissioners of the Housing Authority of the Town of Colchester was called to order at 6:55 p.m.

Commissioners Present: Janet LaBella
Kate Forcier
Michael Dankiw
Denise Salmoiraghi
Commissioners Absent: Marion Spaulding
Others Present: Robert Gustafson, Executive Director
Brian Gustafson, Assistant Director
Trevor Doyon, CHA Legal Counsel

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TOWN CLERK

Approval of Minutes:

Commissioner Dankiw moved to approve the minutes of the November 18, 2021 meeting; seconded by Commissioner Salmoiraghi. All Commissioners voted in favor. So, moved.

Approval of Financial Statements:

Commissioner Salmoiraghi moved to approve the bills lists; seconded by Commissioner Dankiw. Commissioner Forcier abstained. All other commissioners voted in favor. So, moved.

Public Comments:

None

Additions to the Agenda:

None

Commissioner Salmoiraghi moved to enter executive session to discuss legal issues; seconded by Commissioner Dankiw. All commissioners voted in favor. So, moved.

Communications:

Mr. Gustafson submitted a schedule of board meeting dates to the town clerk on 12-14-2021.



A job meeting was held on December 13, 2021. Not all parties requested could attend; therefore, the meeting was not as productive as it could have been. Incomplete items were discussed. The closeout of the project was also discussed.

Numerous communications have transpired with all parties involved with the phase two SSHP renovations.

Members of Saint Andrews Church delivered an abundance of food gift boxes to all the Dublin Village residents. The residents are very grateful for the Church member's generosity.

Director's report:

The CHA closed the community building on the evening of December 14, 2021 and reopened on December 20, 2021 due to a possible covid exposure to staff members. The building was thoroughly cleaned, and the building was reopened after all tests reported negative results. All parties the staff members exposed to were notified. Upon returning to the office, staff learned that one of our residents had tested positive in our absence.

A construction company employee returned on December 12, 2021 to sort and store remaining materials for an incomplete unit.

A Dublin Village studio unit was leased for December 1. Work continues in other units and those units will be offered as they are completed.

The resident who was spoken to about the cleanliness of his unit last month has only cleaned up a bit around the outside of his unit. The interior stairwell remains a mess. The aroma of whatever is being smoked permeates the building. There was a stipulated agreement with this resident that has now expired, so the attorney will be contacted regarding terminating the tenant's lease. Two units within this building are being painted and cleaned, they will be unlikely to lease given these circumstances.

The immense amount of time both Mr. Gustafsons have exhausted in trying to bring the Dublin renovations to completion has affected the turnover of vacant units. It has taken much more time than normal. The part time employee, Alex, has been doing very well at making progress on vacancies while monitoring laundry appointments at Ponemah Village.

Many Ponemah Village residents have expressed concerns that the CHA is giving preferential treatment to Dublin Village, when the last renovations were completed at Ponemah in 2007. If the phase one and two renovations at Dublin went as originally planned, Ponemah renovations would have been completed by now and not be in the planning stages.

There were sewer issues with a repeated clogger at Dublin. It was investigated on Sunday, at 7:00 p.m. and Hayward Construction was brought on site Monday and Tuesday to clear the drain.

On December 23, 2021, Mr. Brian Gustafson and Mr. Rob Gustafson were again asked to help deliver the gift boxes the JJIS students provided for our residents. This is fondly described, by Brian, as the best day at work each year.

The CHA continues to take appointments for the use of the laundry facilities.

At Breeds Tavern, the Unite CT program has paid one resident's past due balance through December.

Tenant Commissioner's Report:

No report.

Unfinished Business:

None

New Business:

None

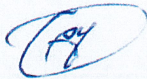
Commissioners' Comments:

None.

Adjournment:

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

Respectfully submitted, *Kate Forcier*

A handwritten signature in blue ink, appearing to read "Kate Forcier", enclosed within a circular scribble.

Kate Forcier
Secretary