



March 15th 2018

Minutes

The Colchester Housing Authority met on March 15th for its annual business meeting at Dublin Village. In attendance were: Robert Gustafson, Executive Director, Janet Labella, Chairperson, Marion Spaulding, Vice-chair, Denise Salmoiraghi, Treasurer, and Lou DelPivo, Tenant Commissioner. The meeting was called to order at 7:05 PM.

The meeting minutes for February were reviewed; a motion was made by Denise and seconded by Lou to accept the minutes as submitted; the motion passed unanimously.

A motion was made by Lou and seconded by Denise to accept the Financial Report as submitted by the Executive Director; the motion passed unanimously.

ADDITIONS TO THE AGENDA

Election of officers:

A motion was made by Marion and seconded by Denise for all members to remain in their current positions. The motion gleefully passed unanimously.

PUBLIC COMMENT none

COMMUNICATIONS

Ongoing communications with L.Wagner, C. Oneil and A.Gil re: SCBG clearance and the upcoming changes to the scope of work.

The DOH complaint closure letter was received on 2-23-18.

2-27-18 Rob picked up the Breeds Tavern files from DeMarco management. Rob has been in contact with the DOH to verify proper procedures for the management of the Breeds Tavern Co-op.

Rob has had numerous communications with the E Board members of the Co-op. Jan and Marion have attended Co-op meetings. The next meeting with the Co-op E Board will be held at Dublin Village on April 2nd at 6:00 pm.

Rob received copies of water shut off notices for nine units at Breeds Tavern.

On 2-23-18 Rob met with our Architect to discuss the changes of the scope of work within the SCBG and SSHP grant phase two.

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The Building inspector of the Town of Colchester will be inspecting the bathroom renovations on March 20th.
Our towns Fire Marshal requested more information from Rob for the grant he is working on for us.

REPORT OF EXECUTIVE DIRECTOR

Our accountant has set up the new company in Quick Books for Breeds Tavern. Rob opened accounts for the administration, reserve and deposits for Breeds Tavern transferred from DeMarco management.
D/E/F construction returned to back fill curbing and begin replacing the four vanity cabinets that were slightly to wide.
Our rent re-determinations are a work in progress.
The vacant E44 unit will be leased for 4-1-18 barring any further interruptions.
We currently have 64 qualified applicants on our waiting list.

REPORT OF TENANT COMMISSIONER

Lou reported ENOUGH with winter already. The residents are chomping at the bit for the real spring to arrive.

UNFINISHED BUSINESS-none

NEW BUSINESS- none

The meeting was adjourned at 7:58

Respectfully Yours,

Robert Gustafson
Secretary in Todd's absence.

CC: Janet LaBella – Chairperson
CHA Board of Commissioners
Town Clerk

