



December 20th 2018

Minutes

The Colchester Housing Authority met on December 20th for its annual business meeting at Dublin Village. In attendance were: Robert Gustafson, Executive Director, Janet Labella, Chairperson, Denise Salmoiraghi, Treasurer, and Lou DelPivo, Tenant Commissioner.

Bacon Academy Student Dominic Prignano was also in attendance.

The meeting was called to order at 7:04 PM.

The meeting minutes for October were reviewed; a motion was made by Lou and seconded by Denise to accept the minutes as submitted by the Executive Director; 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: none

PUBLIC COMMENT:

Dominic Prignano introduced himself and explained he is attending board meetings for school requirements.

COMMUNICATIONS

Repeated emails & calls to American Alarm & Hungerford Pump to submit their documentation for the insurance claim after lightening strike damage.

DEF contacted to repair heat in Community room – heater was fixed.

Tenant of #8 moved with no notice – email was sent to confirm vacancy. Tenant mentioned further action if health issues were not resolved by moving out. All documentation was sent to the Lawyer; Gilbert Kaback.

Ashley spoke with tenant of #31 she will be full time at Harrington Court. She paid her back due rent and cable (Oct-Dec) and said someone from her church would be coming in to empty the apartment. No exact date or plan was discussed.



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December minutes continued.

REPORT OF EXECUTIVE DIRECTOR

December was a month of plumbing issues at Dublin Village. Units 1, 5, 9 and 34 were affected. The septic line at unit 34 was dug up to install an access line to the surface of the ground. Brian and our plumbing contractor discovered that the lateral line to the main had settled two inches at the rubber coupling connecting the cast iron to the plastic. Work has been completed on Dublin unit #33 and a new tenant will move in the first week of January. Unit 3 at Ponemah is also leased and occupied as of January first. Work is continuing/nearing completion on other Dublin units recently made vacant; 8, 13, and 26 and work will begin on Ponemah vacant units after work is completed at Dublin..

A new railing was installed by Art's Welding at the back stairs of the community room down to the sidewalk. Regular maintenance on the Dublin generator system has been performed.

Tenants of Dublin & Ponemah villages were reminded to turn on their baseboard heat during the cold weather. There were a few issues with the heat pumps and the vendor was contacted and the problems were troubleshot.

At Breed's Tavern some attempts have been made to pay overdue rent amounts and tenants are aware of what is owed. Brian presented the Breed's Tavern E board with the amounts owed and the progress that has been made. The report also included how much the Co-Op will need to pay in bills for December and the upcoming Tax bill due in January. The E board was also made aware that water shut off notices were received by our office for various units at Breed's Tavern.

Two new appliances were purchased for apartments at Breed's Tavern; a stove and a refrigerator. The cost of the stove was reimbursed to the tenant and the fridge was purchased from Smarter Appliance in Colchester. Breed's Tavern paid \$500 toward the cost of the fridge and the tenant paid over the cost to upgrade the size of the fridge.

REPORT OF TENANT COMMISSIONER

UNFINISHED BUSINESS-none

NEW BUSINESS- none

The meeting was adjourned at 8:12

Respectfully Yours,

Robert Gustafson
Temporary Secretary.

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

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