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Handwritten: Kate Furman
TOWN CLERK

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COLCHESTER, CT**

Minutes

The Colchester Housing Authority met on Thursday, June 18, 2020 for its monthly business meeting at Dublin Village. In attendance were: Marion Spaulding: Vice Chairperson/Secretary, Denise Salmoiraghi: Treasurer, Kate Forcier, Michael Dankiw: Tenant Commissioner and Robert Gustafson Executive Director. Janet LaBella: Chairperson was excused.

The meeting was called to order at 7:12 PM

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

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

Public Comment – None

Additions to the agenda – None

Communications

Ongoing with all sanctions of the Phase two renovations the next job meeting is scheduled for June 25 at Dublin Village. Ongoing with Comcast with regards to switching to individual accounts. I did receive notification from CHFA that the 20-21 budget has been approved. I have not received notification from the DOH that the RAP or RSC have been approved.

Report of the Executive Director

Phase two work has resumed. Removal of siding from the newer section is underway. The windows and door of the newer section will be next to install then the new siding can be installed. Soon the four ADA style units - kitchen remodeling will be underway. The asbestos abatement of the floor tile adhesive within the community building will begin tomorrow. Laundry room appointments will be back asap. As the state has no policy for Housing Authorities with ongoing construction projects regarding PPE. We sent all Dublin residents a construction update flyer. We received a very positive response from the residents about proceeding with the work within their apartments. Utilizing the comments from the residents and information from the Governors Reopen CT sector rules dated June 6th, we drafted a notice to all contractors, subcontractors and residents' explaining what PPE is required during this phase of remodeling. This notice is on file with the contractor; it is posted on the community building and is being distributed to all residents. Work on the vacant units at Ponemah continues. I have called the first four applicants on the waiting list attempting to fill the upstairs unit that is completed. We have had to speak with a few residents of Dublin that have taken on a little too much of the grounds maintenance around their apartments. We asked that they stop trimming the lawn near their apartments as it has been cut too short repeatedly and will burn out. We also let them know that any damage liability caused





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by a resident is not covered by the CHA insurance. We have had to keep reminding some residents, and their guests, that most of the residents here are among the highest risk group of people and this Pandemic is not over yet.

At Breeds Tavern:

Seven residents have not paid June's rent yet, one owes for April May and June. Five residents have not turned in the re certification paperwork required, which is past due. Rent increases become effective July 1, 2020, any resident who does not comply by submitting their required recertification documents will be charged the state stipulated rental rate of 125% of fair market value. I contacted the state questioning the audit period for BT. The budget year is January – December. The last audit was through 12-31-17. We began 3-1-18. Rob has not received a response. Rob is to reach out to Patrick Buell, who performs the audit for Kate at the Wethersfield Housing Authority, to see about contracting to perform the Breed's Tavern Audit and Tax Return.

Report of the Tenant Commissioner:

Michael reported that residents are happy it is warm and sitting out in their lawn chairs.

Unfinished Business - None

New Business

Residents have asked when the community buildings will be left open again. The original thought was to fully reopen when the Senior Center reopens, which may not happen until September. Members discussed and agreed that the community buildings will be kept locked at this time and members will revisit this item in September.

Motion to adjourn the meeting was made by Kate and seconded by Michael, meeting adjourned at 7:38 PM – unanimously accepted.

Respectfully submitted,

Marion Spaulding
Vice Chairperson/Secretary
CC: Town Clerk

