



HOUSING AUTHORITY OF THE TOWN OF COLCHESTER
MINUTES REGULAR MEETING
NOVEMBER 18, 2021

The Regular Meeting of the Board of Commissioners of the Housing Authority of the Town of Colchester was called to order at 7:00 p.m.

RECEIVED
COLCHESTER, CT
2021 NOV 19 AM 10:15
Gayle Furman
TOWN CLERK

Commissioners Present: Janet LaBella
Marion Spaulding
Kate Forcier
Michael Dankiw
Commissioners Absent: Denise Salmoiraghi
Others Present: Robert Gustafson, Executive Director

Approval of Minutes:

Commissioner Spaulding moved to approve the minutes of the October 21, 2021 meeting; seconded by Commissioner Forcier. All Commissioners voted in favor. So, moved.

Approval of Financial Statements:

Commissioner Spaulding moved to approve the bills lists; seconded by Commissioner Forcier. All Commissioners voted in favor. So, moved.

Public Comments:

None

Additions to the Agenda:

None

Communications:

On November 16, 2021, Mr. Gustafson emailed the town to correct an error on the agenda.

Minimal communications continue with all parties involved with the phase two SSHP renovations. On November 12, 2021, he received an email from the construction company, questioning whether they would be able to finish the project before the end date of the current contract period of December 31, 2021.





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

Mr. Gustafson contacted the fire marshal's office to inquire about annual inspections of the apartments. He was told someone from their office will be contacting us to schedule inspections in November.

Director's report:

The CHA June 30, 2019-2020 audit, along with a State single audit, was completed on November 4, 2021. The State single audit was required because of the Grant expenditures and cost an extra \$1,000.00 above the original price of \$ 8,000.00. The supplemental notes to the June 2018 audit requested by the DOH for ERAP and RSC were also completed. RFPs for this year's ERAP and RSC will be expedited.

Mr. Gustafson received a bill for a water leak from the construction company that he disputed at the last job meeting. He also received bill for a Freon leak and told the contractor that it should be under warranty.

Mr. Gustafson reported that he had accumulated an overabundance of Durable Medical Equipment. His daughter Ashley posted the items on "Buy Nothing Colchester" and he was quickly able to pass on the good graces of others to many in people need.

Work continues on the units being turned over.

Fall cleanup is nearly complete. Soon they will remove the mowers and install the plows. He serviced the CHA truck, plow, sander, and put the snow tires on.

Mr. Gustafson firmly spoke with a resident to attempt to get him to listen about the cleaning up his apartment and the area around it to avoid having to start legal proceedings. This resident has received notices regarding the condition of the apartment. The resident began cleaning up right away.

Twelve more applications have been sent out since our last meeting. There are currently fifty-nine applicants on our waiting list.

Mr. Gustafson reported that COVID is spiking again, some of our residents and their PCA's have become disgruntled about our continued vigilance of masking in the common spaces and laundry rooms. Some keep asking when we will reopen the community and laundry rooms. His reply has been that we will continue sanitize and take appointments for the laundry facilities as long as it takes. Everyone who has requested to use the laundry has been promptly accommodated. As far as opening the community rooms, He replies when the Doctors stop crying on national TV, when enough people get vaccinated, when you can walk into a medical office without a mask, when residents of convalescent facilities stop being exposed. He also states that he has no idea if or when a full reopening will occur. He goes on to say that all he does know is that he and his employees will continue to keep all of us as safe as we can until it's over.





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

At Breeds Tavern: Five residents have now signed up for UniteCT rent relief.

Tenant Commissioner's Report:

Commissioner Dankiw reported on a quiet month.

Unfinished Business:

Management Fees. A unanimous vote was taken to start charging Breed's Tavern a management fee of 4% effective January 1, 2022.

New Business:

None

Commissioners' Comments:

None.

Adjournment:

Commissioner Spaulding moved to adjourn the meeting; seconded by Commissioner Dankiw. All Commissioners present voted in favor; so, moved. The meeting was adjourned at 7:31 p.m.

Respectfully submitted, *Kate Forcier*
KF

Kate Forcier
Secretary

