

Harwinton Housing Authority – Regular Meeting
Monday November 20th, 2023

Attendees: Dan Granda, Bill Gangloff, Charlotte Mochak, Sabrina Janco, Administrator Danielle Della Vecchia and guest Kerri Ouellette

Call to order: Dan called the meeting to order at 10:01 am and Charlotte seconded the motion.

Administrators Report:

- Danielle went over the report and also gave us copies for discussion.
- We went over cash balance.
- Danielle needs nothing from us as a board at this time.
- Coin – op laundry will probably be increased by 25 cents to \$1.75.
- The town road department put up reflectors at the entrances for our residents.
- Windows are a work in progress. Danielle will let residents know when the windows are going to be done. Everyone was happy that the windows will be getting started soon.
- After-hours phone # is working well. Some of the residents may have private calls blocked and if that is the case, Danielle will not be able to reach them. She also let us know that EHM will not be doing wellness checks any longer.
- We were also informed that Johnson Controls will no longer be doing our monitoring as they were too expensive.
- There was no secretary report as we did not have a meeting last month due to not having a quorum.

Treasure's report: Bill reported our balance to be \$3,214.92

Old Business: An email vote was taken in October to approve Jim Pescatore Home Improvement for the window replacement.

New Business: Dan wanted us to tour the Skinner House so we could take notes on house keeping items and look at what upgrades to include but not limited to exterior painting, replacement cost of the current boiler etc. that we can budget and fundraise for. According to deed and bylaw documents, the Skinner House is only for the use of the residents, Danielle (EHM) and the board. It is not for public use.

The board will look into contacting the Harwinton Historical Society, they currently use 4 rooms in the Skinner House. The Town of Harwinton is in charge of our website so we need to discuss updating that.

The board discussed that any improvement project needs to follow USDA guidelines. Any project, even a memorial garden, should seek both approval/disapproval from the residents and feedback. Dan explained to Kerri Ouellette what our board's function is and what the duties of a "Co-Chair" are. Kerri has been appointed by the Selectman as the "Agent on the Commission on Aging". After Kerri gave us her bio, we discussed voting her in as "co-chair" at our December meeting.

We also discussed putting together a "to do" list for the Skinner House. As Dan, Bill and Sabrina walked about the property inside and out we came up with a short list of things to possibly get pricing in the near future. Boiler Replacement, Gutter extension on the West side of the house, addition of Gable vents, exterior painting, and re-do / repair of Gazebo. Sabrina will send a request to TAHD (Torrington Area Health Department) to get info on our current septic system so we can review that as well.

Motion to adjourn by Bill Gangloff at 11:05 and seconded by Charlotte Mochak.

Next meeting will be Monday December 18th, at 10:00 am.

Respectfully Submitted by,

Sabrina Janco
Secretary