

HARWINTON HOUSING AUTHORITY-REGULAR MEETING-
WEDNESDAY-October 17, 2018

ATTENDEES: Lynne Bobroske, Harry Buck, David Eylers, William Gangloff
Danielle DellaVecchia, Charlotte Mochak and Isa Kalici

CALL TO ORDER: At 11:35am by Chairman, David Eylers.

ADMINISTRATOR'S REPORT: A printed copy was presented and studied. Danielle DellaVecchia, Property Administrator read the Administrator's report starting with the account payables, and the replacement reserves. The balance sheets included August and September and all the recertification's are current.

There are presently two vacant apartments at this time, Unit #6 and Unit #20 and the three estimates are being presented today for review and to choose a contractor to complete these two renovations. Danielle presented to the board a list of tenant's names, their unit number and amounts that EHM has recognized as errors during the recertifications over the last two years. The total is in the amount of \$6,116.00 that never was calculated properly during these tenants recertifications and the board needs to vote to have this amount written off. The property administrator then explained the format of the recertification process that is completed for each resident once a year if not more, stating that this is a time-consuming process which a greatly deal of documentation is needed by the tenant to complete the format.

Motion to accept the write off in the amount of \$6,116.00. William Gangloff made a motion to accept the amount as presented, motion was seconded by David Eylers, voted on and passed unanimously. William Gangloff made a motion to accept the Administrator's report, motion was seconded by Harry Buck, voted on and passed unanimously.

SECRETARY'S REPORT: A printed copy of the Minutes of the Regular Meeting on Wednesday, September 19, 2018 was presented and studied. Harry Buck made a motion to accept this notice. Motion was seconded by William Gangloff, voted on and passed unanimously.

TREASURER'S REPORT: Balance as of October 5, 2018 was \$15,447.96. Lynne Bobroske made a motion to accept the Treasurer's Report. Motion was seconded by Harry Buck, voted on and passed unanimously.

RECEIVED FOR RECORD AT HARWINTON CT

ON 10-22-18 AT 9:00am

ATTEST TOWN CLERK

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OLD BUSINESS: Danielle DellaVecchia spoke on the renovations of the two vacate apartments and three quotes that had been submitted to her office. She started off with the three proposals for review of Unit #20. Each board member was supplied with the presentation of the work to be completed, after discussion, the lowest bidder was given the contract to complete the work order of the renovations needed. The second proposal of Unit #6 was presented to each board member and again the lowest bidder was granted the contract to complete the ADA renovation of this unit. All the necessary paperwork will be submitted to USDA office of Ms. Susan Gregware for final approval and then the contractor will be contacted to begin the work order.

NEW BUSINESS: Danielle DellaVecchia introduced the new superintendent of Wintergreen Senior Housing which is Isa Kalici. Isa greeted the board and gave a background history of himself and his work ethics. The board welcomed him to Wintergreen and is looking forward to a smooth transition with each of the residents.

ADJOURNMENT: At 12:50 pm William Gangloff made a motion to adjourn. It was seconded by Harry Buck, voted on and passed unanimously. Next scheduled meeting will be on Wednesday, November 14th at 11:30am.

Respectfully submitted, Lynne Bobroske