

Housing Authority Board

Meeting Minutes

Monday September 18, 2023

Attendees:

Board Members Present (Board): William Gangloff, Charlotte Mochak, Dan Granda.

EHM Administrative Staff Present (EHM): Danielle DellaVecchia, Mary Heltke

Call to Order: Meeting was called to order at 10:00 am by Dan Granda. Charlotte motioned to begin meeting and William Gangloff second the motion.

Resident Rosalie Strano asked to speak. She discussed updating the tenant handbook. Board and Administration took note on needed information to update the tenant handbook.

Resident Maryann Pease asked to speak. She discussed the rain runoff effects on her unit entrance (regrading pitch may be necessary). Taking down a brush and the status of cabinets updates (June 21, 2021). EHM made note to review these observations and get back to Ms. Pease. The board is to follow up on the next meeting and discuss further actions as needed.

Administrators Report: Danielle DellaVecchia handed out the Administrative Report to the board and presented highlights. She asked the board to vote on authorization for a Rent Roll writeoff. The board voted unanimously to pass and accept the Rent Roll writeoff as requested.

Secretarys Report: Board member Sabrina Janco was not present.

Treasurers Report: Board member William Gangloff reported that the Housing Authority account had a balance of \$2,834.99. Dan motioned to accept, Charlotte seconded the motion.

Old Business: No old business was discussed.

New Business:

Dan presented the board and EHM with a copy of the by-laws of the board as recorded and accepted/amended on July 20, 1984. The board went over the by-laws and concluded that a co-chair position is open and should be filled. Board asked Dan to check in with the Town Clerk to update the board on current terms of all board members.

Dan presented the board with Harwinton Housing Authority Commissioner Responsibilities document that was accepted/amended on February 12, 2003. The board went over the responsibilities during the meeting.

Dan presented the board with a preliminary check list for development/planning of new projects. The check list includes consideration to funding, caring for the project, maintenance and input from residence. Board is to review and discuss this check list to vote or modify further in the next meeting.

Dan presented the board with a possible application for state of Connecticut grant for historical building. The board discussed the pros and cons and will vote whether or not to proceed in the next meeting. The board discussed the conditions with regard to having the Skinner House listed and open to the public. The board discussed how this may affect the privacy and security of the residents and will discuss further and vote in the next meeting.

Adjournment: Charlotte motioned to adjourn and William seconded the motion at 10:57 am.

