

HARWINTON HOUSING AUTHORITY-SPECIAL MEETING
TUESDAY – JUNE 14, 2022

ATTENDEES: Lynne Bobroske, Danielle DellaVecchia, and Charlotte Mochak.
Dale Adkins was Via-Telephone on speaker.
Absent: William Gangloff

CALL TO ORDER: At 10:33 a.m. by Chairman Adkins and welcomed all to this special meeting.
Chairman Adkins had changed the date of the meeting from June 21, 2022 to today due to a lack of quorum if held on the regular scheduled date.

ADMINISTRATOR'S REPORT: Danielle DellaVecchia, Property Administrator read the Administrator's report for the month of May 2022 starting with the cash, account payables, and the replacement reserves.

All recertifications are current and the wait list update has started.

At this time Danielle has started, again, interviewing for a maintenance/superintendent to work at Wintergreen Housing. The interviewing has started and until this position is filled, EHM has a temp that will fill in from another site temporarily.

The parking lot repairs, such as pavement near the storm drains at the entrance of this community, still waiting For the quote from Wollenberg Construction in Terryville, CT.

The storage shed stone has been set in place and graded as needed. Waiting now for the East Side Electric to design the placement of the underground utilities to the storage sheds and they will contact "call before your dig" to get the marking verified of any underground utilities in this area at this time.

The delivery of the new washers and dryers is set for Monday, June 27th which will be supplied and serviced by an outside company.

Lynne Bobroske made a motion to accept the Administrator's report, motion was seconded by Charlotte Mochak, voted on and passed unanimously.

SECRETARY'S REPORT: A printed copy of the Minutes of the Regular Meeting on Tuesday, May 17, 2022 was presented and studied. Charlotte Mochak made a motion to accept the Secretary's Report. Motion was seconded by Dale Adkins, voted on and passed unanimously.

TREASURER'S REPORT: Lynne Bobroske read the report, in the absent of William Gangloff, and the balance as of May 16, 2022 was \$22,818.92. Charlotte Mochak made a motion to accept the Treasurer's Report. Motion was seconded by Lynne Bobroske, voted on and passed unanimously.

OLD BUSINESS: The discussion of the new storage shed that will take place over the next several months for the residents of Wintergreen instead of the current location of their storage which presently in the basement of the Skinner House.

NEW BUSINESS: Alan Tucker, the auditor for Wintergreen Housing is retiring and we need to hire a new auditor to review, inspect and file reports for Wintergreen Housing. Danielle and EHM has interviewed a person of interest which is Brian Borgerson from North Haven Connecticut to take over this job position. We the board need to vote on the hiring of him at this time. Chairman Adkins made a motion to hire Brian Borgerson, CPA of Kircaldie Randall & McNab of North Haven Connecticut to prepare and file reports for Wintergreen Housing of Harwinton Connecticut. All members present of the Wintergreen Housing Authority has approved this motion to accept the hiring of CPA Brian Borgerson to complete all the necessary audit reports on a timely annual bases.

ADJOURNMENT: At 11:05 am, Charlotte Mochak made a motion to adjourn. It was seconded by Lynne Bobroske voted on and passed unanimously. Next scheduled meeting will be on Tuesday, September 20, 2022 at 10:30am.

Respectfully submitted,

Lynne Bobroske

