

HARWINTON HOUSING AUTHORITY REGULAR MEETING--SEPTEMBER 17, 2014

ATTENDEES: Larry Adkins, Rosemary Borger (Senior Regional Manager), David Eylers, Bill Gangloff, David Garrison, Deborah Maccalous

GUESTS ATTENDING: Michael Criss (Harwinton First Selectman), Kathy Higgins (Resident Unit #17), Sandy Liefert (Resident Unit#1)

CALL TO ORDER was at 10:08 by David Eylers.

TREASURER reported new balance is \$9069.60. Motion was made to accept report. It was seconded, voted on and passed.

MINUTES of the June 18th Regular Meeting and August 6th Special Meeting were presented. Motions were made to accept the reports. They were seconded, voted on and passed.

Chairman Eylers presented a LETTER from Patrick Amerose, Auditor--Inspector of Weatherization Unit of New Opportunities. Amerose reported that the initial walk-through had been done, which determined that a "Sampling" of two units was in order. However, the company is currently backlogged, so there will be a slight delay in doing the sampling.

MICHAEL CRISS, HARWINTON'S FIRST SELECTMAN, reminded us about the need for more Senior Housing in Harwinton. There is a plot of approximately 70 acres adjacent to Wintergreen that will be for sale and might be a good property to acquire for that purpose. A Grant would be available for a survey. (Ideally 70 units possibly could be built, depending on the survey.) If the Harwinton Housing Authority and a Developer were able to go ahead with such a project, a managing group would be needed. The present managing company of Wintergreen would be interested in managing other Senior Housing in Harwinton.

ADMINISTRATOR'S REPORT was prepared by Rosemary Borger.

FISCAL: The monthly summary of the financials showed they are in good standing.

REGULATORY: Recertifications for the month were completed and submitted. Wintergreen is fully occupied and will be working on pre-qualifying the next three applicants for upcoming vacancies. The year-end Audit for 2013-2014 is in the final process of completion and submission by Alan Tucker, Auditor.

PHYSICAL: Because of malfunction in the fire alarm system, an upgrading is needed. The insurance company has been alerted and the Senior Property Manager has been working with the USDA and the Fire Marshall on this matter and urging moving forward with replacing the fire alarm panel immediately.

NM Lawn Care LLC submitted a proposal to install a curtain drain near Building 1. Scheduling is in the process

Capital Needs Assessment has been completed.

A proposal from Affordable Power Washing to power wash the Exterior buildings (1-4) has been

received.

Charter Communications installed digital ready cable boxes for each unit.

American Copy installed a new machine in the office that will scan, fax and copy.

Dave Garrison has been doing a great job and making sure that the service slips are done in a timely fashion. He is scheduled to work on Wed. and Fri. from 8:30 AM to 4:30 PM.

STAFFING: Barbara Zimmerman has submitted notification of her retirement, effective October 1. Management is actively seeking a candidate to fill the open position of Property Administrator for Wintergreen/Eli Terry.

#### OTHER BUSINESS

The revision of the quote for a new FIRE ALARM SYSTEM from Simplex Grinnell was made. A motion to approve \$51,000, plus additional funds to bring the Fire Alarm System up to specifications required by town regulations, was made by David Eylers, seconded by Bill Gangloff, voted on and passed unanimously.

It was determined that last year's snow removal needed improvements, so the contract will be put out to bid. The path to the library will not be cleared.

Dale Adkins has resigned from the Housing Authority because of health problems. He will still be available for consulting.

The drainage pipe by the dumpster area will be repaired.

It was noted that there is paint peeling in some areas on the outside walls of Skinner House. This should be investigated.

ADJOURNMENT was at 11:34. Next Regular Meeting is scheduled for October 15.

Deborah Maccalous, Clerk

RECEIVED FOR RECORD AT HARWINTON CT  
ON 09-25-2014 AT 9:33 AM  
ATTEST NANCY E. ELDRIDGE TOWN CLERK