

HARWINTON HOUSING AUTHORITY-REGULAR MEETING-JANUARY 20, 2016

ATTENDEES: Larry Atkins, Lynne Bobroske, David Eylers, Bill Gangloff, Mary Heltke and Lisa Lundberg. Absent Deborah Maccalous.

CALL TO ORDER: At 10:00am by Chairman, David Eylers.

ADMINISTRATOR'S REPORT: A printed copy was presented and studied.

Lynne Bobroske questioned the replacement reserve amount as to what was spent last month to have decreased the reserve total amount. Mary Heltke responded, after she reviewed her notes, that it went towards the exterior painting work completed of the building and flooring covering in one of the units.

Lynne Bobroske discussed the use of an alarm, which is battery operated to be placed in the bottom of the hot water heaters of all the apartments to notify the tenant if the water heater is malfunctioning with water contact, cost is minimal and this would advise the tenant of a water issue.

Lisa Lundberg noticed on the administrator's report that the fiscal budget years were misprinted and was corrected to state "Currently working on Budget for 2016-2017 year". Lynne Bobroske made a motion to accept the Administrator's Report with this change made, it was seconded, voted on and passed unanimously.

TREASURER'S REPORT: Report showed a balance of \$11,909.60. Lynne Bobroske made a motion to accept the Treasurer's Report. It was seconded, voted on and passed unanimously.

SECRETARY'S REPORT: No report was given since the secretary of the Harwinton Housing Authority, Deborah Maccalous was absent from the meeting.

OLD BUSINESS: Mary Heltke updated on the Capital Needs Assessment loan application time frame, and still nothing has been heard. Chairman, David Eylers needs to initial a page of this document changing the year length from a 30 year time frame to a 20 year time frame.

Discussion on the bidding process, Chairman David Eylers would like to start now, but advised by Mary Heltke to wait until loan application approvals are completed since it may take much longer than we anticipate. Mary Heltke discussed that a minimum of three bids would be needed for each line item of work performed.

NEW BUSINESS: None

ADJOURNMENT: At 10:25am Bill Gangloff made a motion to adjourn. It was seconded, voted on and passed unanimously. Next scheduled meeting will be February 17, 2016.

Respectfully submitted,

Lynne Bobroske

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