

HARWINTON HOUSING AUTHORITY-REGULAR MEETING-

WEDNESDAY-February 21, 2018

ATTENDEES: Lynne Bobroske, Harry Buck, David Eylers, William Gangloff, Danielle DellaVecchia, and David Garrison.

CALL TO ORDER: At 11:35am by Chairman, David Eylers. Chairman Eylers opened up the meeting with a condolence to our resident board member, Larry Adkins who had passed away in January.

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

Danielle DellaVecchia, Property Administrator read the Administrator's report starting with the financials, the account payables, and the replacement reserves.

William Gangloff questioned the cash on hand, the administrator stated that in the month of January monies had been taken out of replacement reserves and placed into the cash reserve holdings.

Lynne Bobroske asked for the replacement reserves to be itemized each month with the money used for work orders performed on the apartments.

The administrator spoke on monthly meetings that were held with the residents of Wintergreen, starting with the Holiday party to the monthly tea gatherings. The next monthly tea will be February 22, 2018.

Donation boxes are located in the main room of the Skinner House for the Food Pantry and the local Animal Shelter. The boxes are brought to the Town Hall on a monthly basis to be distributed.

Harry Buck made a motion to accept the Administrator's report, motion was seconded by William Gangloff, voted on and passed unanimously.

SECRETARY'S REPORT: A printed copy of the Minutes of the Regular Meeting on Wednesday, December 20, 2017 was presented and studied, along with a notice stating that the regular meeting on Wednesday, January 17, 2018 was cancelled due to weather.

William Gangloff made a motion to accept the Minutes. Motion was seconded by Harry Buck, voted on and passed unanimously.

TREASURER'S REPORT: Balance as of 2/20/18 was \$15,690.50. Lynne Bobroske made a motion to accept the Treasurer's Report. Motion was seconded by Harry Buck, voted on and passed unanimously.

OLD BUSINESS: Danielle DellaVecchia said that the check for the paving contractor was mailed and should have been received several weeks ago. Chairman Eylers asked about the request for funds for the year from the Town of Harwinton in the amount of \$6,600.00. The Administrator said it has not yet been submitted but will print the request and get it over to the Town Hall to be submitted today.

NEW BUSINESS: Danielle DellaVecchia proposed a plaque in the honor of Larry Adkins at the flag pole area while Lynne Bobroske proposed a tree to be planted and dedicated in his name at the corner of the Skinner House. Board will contemplate and make a decision next meeting.

The administrator requested funds from the treasury account and be used to replace a washer machine in the laundry room. All board members approved on a vote to replace a washer machine and use the money in the treasury of \$1,632.64.

Chairman David Eylers discussed a new resident of Wintergreen Senior Housing to join the board. The administrator has two residents who would be interested and will advise each one to attend the next meeting to discuss their intension on one of them becoming the resident member.

The board was asked to vote on relocating the furnace shut off switch in the basement. All board members approved and voted to the electrical replacement work of \$300.00.

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, March 21, 2018 at 11:30am.

Respectfully submitted, Lynne Bobroske

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ON 02/27/18 AT 1:20 PM
ATTEST NANCY E. ELDRIDGE TOWN CLERK