

HARWINTON HOUSING AUTHORITY-REGULAR MEETING-
WEDNESDAY – February 20, 2019

ATTENDEES: Chairman Dale Adkins, Lynne Bobroske, Danielle DellaVecchia,, William Gangloff, Mary Heltke, Nancy Schnyer and Isa Kalici Absent: Charlotte Mochak

CALL TO ORDER: At 11:30 am by Chairman, Dale Adkins, welcoming all to our monthly meeting.

ADMINISTRATOR'S REPORT: Danielle DellaVecchia, Property Administrator read the Administrator's report starting with the cash, account payables, and the replacement reserves. At this time there has not been any active within the replacement reserve account.

All maintenance requests and service calls have been routine maintenance. Danielle spoke on the renovations of Unit #6 and that it will be completed and a move in date of March 6th. She invited all the board members at the end of the meeting to take a tour of the completed project.

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

SECRETARY'S REPORT: A printed copy of the Minutes of the Regular Meeting on Wednesday, January 16, 2019 was presented and studied. Willam Gangloff made a motion to accept this report. Motion was seconded by Nancy Schnyer, voted on and passed unanimously.

TREASURER'S REPORT: Balance as of February 11, 2019 was \$16,027.96. Lynne Bobroske made a motion to accept the Treasurer's Report. Motion was seconded by Nancy Schnyer, voted on and passed unanimously.

OLD BUSINESS: Danielle DellaVecchia read the proposal from Spencer Politz of Troop 55 in Harwinton Connecticut pertaining to the storage sheds. His proposal consisted of two individual pre-constructed buildings from Best Built Sheds from Bristol, CT. with a size of 12 feet wide by 16 feet long. The finishing work would be completed by himself and other scouts. This would be the building of the individual storage units for the 20 residents, along with the site preparation, the landscaping around the exterior of the two buildings, working with the Property Administrator and others on the style of the building, color of the siding and roofing materials, etc. Electrical work to be determined and these two buildings will not be heated. Elderly Housing Management will have no contributions to this project. Danielle spoke on the new tenant who took occupancy on February 1st for Unit #18 and the kitchen renovations will be completed in the springtime since there wasn't enough time prior to occupancy and the tenant preferred to have it done in warmer weather.

A proposal was brought in front of the board members again to have Danielle represent the Harwinton Housing Authority by joining the Torrington Chamber of Commerce for a one-year period beginning in March. She would attend the monthly meetings which Chairman Adkins felt that this is a positive focus for the community of Wintergreen Housing. Willam Gangloff made a motion to accept this membership. Motion was seconded by Nancy Schnyer voted on and passed unanimously

NEW BUSINESS: William Gangloff requested to have the monthly meetings changed to an earlier time of the day. A discussion among the board members of a time and day and a decision was made to have the meetings on the third Tuesday of the month at 10:00am. Chairman Adkins mentioned that the Property Administrator was on site for her normal work day every Tuesday so this would work out all around.

ADJOURNMENT: At 12:10 pm Nancy Schnyer made a motion to adjourn. It was seconded by William Gangloff voted on and passed unanimously. Next scheduled meeting will be on Tuesday, March 19th at 10:00am. at the Skinner House, 60 Bentley Drive, Harwinton, CT

Respectfully submitted, Lynne Bobroske

RECEIVED FOR RECORD AT HARWINTON CT

ON 2-25-19 AT 9:00am
ATTEST TOWN CLERK *Janet Byer*