

HARWINTON HOUSING AUTHORITY-REGULAR MEETING-

TUESDAY - June 15, 2021

ATTENDEES: Chairman Dale Adkins, Lynne Bobroske, Danielle DellaVecchia, Amanda Delmonte, William Gangloff, Mary Heltke and Charlotte Mochak. Residents of Wintergreen, Rosalie Strano, Julie Alender and MaryAnn Pease, and the First Selectman Michael Criss.

CALL TO ORDER: At 10:32 am by Chairman, Dale Adkins. He welcomed the three residents of Wintergreen and introduced the First Selectman Michael Criss to everyone for our monthly meeting. Chairman Adkins brought to our attention that he always has an open communication with the residents of Wintergreen and if there are any issues or concerns to contact him or the co-chair, Amanda Delmonte.

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

All recertifications are current. The waiting list has 56 applications presently.

The vacant apartment (Unit #13) is still being worked on and Danielle is currently interviewing for a new tenant. The parking lots throughout the community have been re-painted with new vehicle parking lines and where deemed necessary the asphalt has been filled in with crack filler sealant. All the gutters have been cleaned out, mowing of the lawns have been completed and a hot water heater was replaced in Unit #1.

As of July 1, 2021 an increase to the apartment rental of \$36.00 has been approved by the USDA, and the tenants of Wintergreen have been notified with a memo prior to June 1, 2021.

In September the resident's meetings will resume at the Skinner House and there are two donation boxes in the community room for collections, one is for the food bank and the second one is for the animal shelter in Harwinton. Charlotte Mochak 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 Tuesday, May 18, 2021 was presented and studied. William Gangloff made a motion to accept the Secretary's Report. Motion was seconded by Charlotte Mochak, voted on and passed unanimously.

TREASURER'S REPORT: William Gangloff read the Treasurer's Report and the balance as of June 13, 2021 was \$20,538.92. The check was cashed from the departing maintenance worker and nothing yet was collected for the room rental upstairs from the Historical Society. Amanda Delmonte made a motion to accept the Treasurer's Report. Motion was seconded by Lynne Bobroske, voted on and passed unanimously.

OLD BUSINESS: Daniella DellaVecchia spoke on last month's issue that the kitchen cabinetry work had not been completed in Unit #18 when this tenant had taken occupancy of the apartment. Danielle stated that the turn over was very quick and the tenant needed to take occupancy immediately and there was no time to complete the cabinetry work order and the tenant did not want the work done in the winter season. The tenant and Danielle discussed this work order and the outcome is to complete the kitchen cabinets when the installer is available and the cabinets are available at any time of the year.

NEW BUSINESS: Discussion of the usage of the outside water sillcocks on the buildings and the outside electrical outlets on the buildings/apartment units. Motion to discontinue the usage of the outside electrical outlets, for the personal use by a tenant as of July 1, 2021. Amanda Delmonte made a motion to include this addendum into the tenants handbook and this motion was seconded by Charlotte Mochak, voted on and passed unanimously. The outside water discussion concluded that water barrels can be placed around the property for tenants use. Selectman Criss mentioned that the Town may have several barrels for the use at Wintergreen Senior Housing. Danielle spoke on the future maintenance of the storm drains in the driveways and the tree trimming of the pine tree's on the property. Chairman Adkins stated that although the month of July and August there are no meetings, we may have to have a special meeting in the summer to discuss this further after Danielle acquires several quotes on the tree cutting and drainage.

Prior to the adjournment Selectman Criss spoke on the need for senior housing and an update of Covid-19 with the re-opening of public buildings in the Town of Harwinton.

ADJOURNMENT: At 11:45 am, Amanda Delmonte, made a motion to adjourn. It was seconded by Charlotte Mochak voted on and passed unanimously. Next scheduled meeting will be on Tuesday, September 21, 2021 at 10:30am.

Respectfully submitted, Lynne Bobroske

RECEIVED FOR RECORD AT HARWINTON CT

ON 6-17-2021 AT 11:00 AM

ATTEST NANCY E. ELDRIDGE TOWN CLERK