

HARWINTON HOUSING AUTHORITY-REGULAR MEETING-
TUESDAY – December 21, 2021

ATTENDEES: Lynne Bobroske, Danielle DellaVecchia, William Gangloff and Mary Heltke.
Dale Adkins (Via-Telephone on speaker) and Absent: Amanda Delmonte and Charlotte Mochak.

CALL TO ORDER: At 10:35 a.m. by Dale Adkins, welcomed all to our monthly meeting.

ADMINISTRATOR'S REPORT: Danielle DellaVecchia, Property Administrator read the Administrator's report for the month of November starting with the cash, account payables, and the replacement reserves. All recertifications are current. The waiting list has 61 applications presently. All the service calls have been completed on a timely bases with 14 service request for the month of November. The repairs of Unit #4 and Unit #5 has been completed and there was no blockage noted in the plumbing lines. All the batteries for the smoke detectors and water heaters will be changed out soon along with monitoring of the squirrels, chipmunks and/or rodents bait boxes.

Danielle mentioned that a modification of the residents handbook may be necessary to include what a tenant should leave their heating thermostat at for the winter season when they are out of their home for a duration of time.

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 and the Annual Meeting on Tuesday, November 16, 2021 was presented and studied. William Gangloff made a motion to accept the Secretary's Report. Motion was seconded by Dale Adkins, voted on and passed unanimously.

TREASURER'S REPORT: William Gangloff read the report and the balance as of December 6, 2021 was \$21,868.92. William Gangloff discussed the paper statement charge of \$5.00, he will have the statement e-mailed to himself each month to eliminate this charge. The history account of the report shows two paper statement charges but Mr. Gangloff was able to get them reversed and the fee was added back into the account. Lynne Bobroske made a motion to accept the Treasurer's Report. Motion was seconded by Dale Adkins voted on and passed unanimously.

OLD BUSINESS: Daniella DellaVecchia spoke on the pricing for the crush stone for the outdoor storage sheds which she should have time by next month's meeting to speak on this topic in detail.

NEW BUSINESS: NONE

ADJOURMMENT: At 10:51 am, William Gangloff made a motion to adjourn. It was seconded by Lynne Bobroske voted on and passed unanimously. Next scheduled meeting will be on Tuesday, January 18, 2022 at 10:30am.

Respectfully submitted,

Lynne Bobroske

