

**Willington Housing Authority  
REGULAR MEETING**

Monday January 22, 2024 – 4 p.m. (in person meeting)

Location: Willington Senior Center, 20 Senior Way, Willington, CT 06279

Present – Chairman Don Berg; Vice Chairman William Bunnell; Secretary/Treasurer Claudia D'Agata, Tenant Commissioner Arthur Blaskey; Executive Director Laurie Bradley (property management), Resident Services Coordinator/Assistant Director Sharon Boisvert (property management), and via conference call, Recording Secretary Brenda Sullivan

**1. Call to Order** – 4:06 p.m.

**2. Present to Speak** – No members of the public participated.

**3. Old Business**

A. Directors Report – This report was emailed to members prior to the meeting; a copy is available to the public from management upon request.\*

L. Bradley gave an update on replacing hot water heaters. She said she purchased one from Supply House, and it was less than \$4,000, and shipping was free. She said that the replacement for the water heater that is covered by warranty also was purchased at the same time by JRJ Gas. Both have a 6-year warranty and both will be installed by JRJ Gas.

L. said D. Berg attended the town ARPA committee meeting to request additional funding for an alarm system. D. Berg said it appears the committee will approve an additional \$10,000 to help cover the increase in the original bid. This would give the Housing Authority \$63,000 for the system and its installation.

L. Bradley said FASD submitted the lowest estimate for the call-for-aid system, and Scott Duplisea (General Manager) said his company is willing to work with the Housing Authority, if necessary, to make adjustments to accommodate its budget.

There was discussion about maintenance of the sewage ejector pump. L. Bradley said that for now, she will leave Button Hill property management's number on the pump to be used in case of an emergency, pending approval of a contract between the town and Bob Wittenzellner from Whitewater, who is anticipated to take over maintenance of the pump chamber.

L. Bradley also said she received a call on her emergency phone on Saturday (January 20) that building 12 didn't have heat. Maintenance Director Pete Kacacek responded and discovered the furnace was down. Air Temp then checked the furnace and had Blake Thermal Industries follow up, and they found there was a malfunctioning module. She said space heaters were provided to all units in building 12 while the problem is being repaired. She said she ordered two modules for the Camus boiler, one for the current repair and one as back up. Each cost about \$1,000 and they are expected to arrive on Wednesday (January 24).

L. Bradley said she's also been told that the check valves were installed incorrectly on the heating system circulating pump system.

50 B. Expenditures – This report was emailed to members prior to the meeting; a copy is available to the  
51 public from management upon request.\*

52

53 There was some discussion about the new snow removal contractor. A. Blaskey said areas around and  
54 within the Dumpster enclosure that residents access need to be cleared when there are storms.

55

56 L. Bradley said a couple of residents have complained about the contractor's use of a safe salt and sand  
57 mixture because they're tracking sand into their apartments.

58

59 C. Button Hill Treasurer's Report – This report was emailed to members prior to the meeting; a copy is  
60 available to the public from management upon request.\*

61

62 D. Chairman's Report –

63

#### 64 **Update Board on Call-for-Aid System**

65

66 See prior discussion under Directors Report regarding ARPA funding.

67

68 There was some discussion about the differences between the ITS and FASD systems.

69

70 *W. Bunnell made a motion that the Housing Authority gives it approval to spend up to \$68,500 for a*  
71 *call-for-aid system for four buildings.*

72

73 A. Blaskey seconded the motion. After further discussion, the motion passed unanimously.

74

75 D. Berg said he and L. Bradley will discuss which system to go with. L. Bradley added that she  
76 thinks it would be a good idea to connect smoke detectors to the new fire panel, if ITS is selected.

77

78 There was discussion about an Eversource program that is giving income-eligible customers a 10  
79 percent or 50 percent discount on their electric bills. D. Berg said he'd like to know if any Button Hill  
80 residents can qualify for this program, even though utilities are included in their rent. S. Boisvert said  
81 she will contact Eversource to get more information.

82

#### 83 **Generator Discussion**

84

85 D. Berg said he will re-approach ARPA when that committee is accepting new applications, and see if  
86 there's funding for at least for a generator for Building 12, because it houses the power supply for the  
87 sewer ejector pump, with the intention to continue to seek funding for additional generators for the  
88 other buildings..

89

#### 90 **4. New Business** – None.

91

#### 92 **5. Correspondence** –

93

94 L. Bradley reported on communications between herself and staff member Kathleen Amonte at Federal  
95 Home Loan Bank of Boston (FHLBB) concerning issues that arise because FHLBB doesn't work with  
96 updated data when determining whether rent levels at Button Hill are in compliance with their  
97 guidelines.

98



99 She said FHLBB looks only at what a resident's income was when they initially moved into Button Hill,  
100 and doesn't make adjustments for circumstances that lower a resident's income, such as the death of a  
101 spouse, or loss of a job. As such, FHLBB has said the Button Hill project is out of compliance when it  
102 comes to how many units have been assigned to different AMI categories (i.e. x-number of units at 50  
103 percent AMI, x-number at 60 percent, x-number at 80 percent and x-number at market rate.)  
104

105 L. Bradley said she discussed the need for FHLBB to use up-to-date income figures and was told that  
106 any changes in reporting would have to be approved by Kathleen Amonte's superiors.  
107

108 D. Berg said he would like clarification as to whether the Department of Housing, when it sets its  
109 income guidelines, differentiates between rental situations where utilities are included in the rent and  
110 those where utilities are paid separately by the tenant.  
111

112 D. Berg also reported that he received a letter from the Bureau of Labor Statistics asking for someone  
113 from the Housing Authority (termed the "land owner") to contact them concerning Button Hill Senior  
114 Housing being part of a Consumer Price Index study. L. Bradley said she will respond.  
115

116 **6. Approval of minutes – December 18, 2023**  
117

118 W. Bunnell made a motion to approve the December 18, 2023 minutes as written. C. D'Agata seconded  
119 the motion. The motion passed unanimously.  
120

121 **7. Housing Authority Treasurer's Report**  
122

123 Per the Town of Willington Financial Office FY 2023-2024 Housing Authority report dated 1/15/24,  
124 one payroll check was issued on 12/28/23 for \$65 plus deduction for Medicare of \$0.94 and Social  
125 Security of \$4.03 deducted from the Housing Authority account, leaving a balance of \$2,965.81.  
126

127 **8. Motion to Adjourn**  
128

129 C. D'Agata made a motion to adjourn at 5:29 p.m. A. Blaskey seconded the motion. The motion passed  
130 unanimously.  
131

132 *Respectfully submitted by Recording Secretary Brenda Sullivan. Please note that minutes are posted*  
133 *prior to being officially approved – changes/corrections are normally indicated in the subsequent*  
134 *month's meeting minutes.*

135 *\*(For copies of documents mentioned in the minutes, please call management at 860-498-0268.)*  
136

<sup>127</sup>  
Brenda Sullivan

RECEIVED  
WILLINGTON, CT.

2024 JAN 30 A 10:39

  
TOWN CLERK