

## **MINUTES**

Willington Housing Authority  
Monday, December 11, 2017 – 6 p.m.  
20 Senior Way – Senior Center  
Willington, CT

**Present:** Chairman Robert Campbell, Vice Chairman Wilbur Gangaway, Secretary Don Berg, Treasurer Claudia D'Agata, Housing Consultant David Berto, ACCESS Housing Management representative Alex Fuentes. Absent: Member Laurel Millix.

**1. Call to order –** 6:05 p.m.

**2. Present to speak –** opportunity for members of the public to speak.

No members of the public present.

### **3. Old Business – Button Hill Senior Housing**

R. Campbell reported on a meeting with Zlotnick Construction, Inc., Eric O'Donnell the architect, and Brandon Clarke (HUD's architect). R. Campbell said he is unhappy with the lack of progress with closing out the project. There was discussion about the revised close-out punch list from the architect.

It was suggested that the Housing Authority develop a schedule for each repair that needs to be addressed, and notify ZCI that the WHA will complete repairs if ZCI doesn't do so in a timely fashion.

D. Berto reported that all submitted bills have been paid.

There was discussion about connecting the call-for-aid alarms into the Mutual Aid System. A. Fuentes said ACCESS will get quotes for this project.

A. Fuentes reported that tax payments will begin to be escrowed. He also reported one new tenant, which makes 18 units currently rented. There also was discussion about the Department of Housing rent-up form sent to ACCESS by DOH. ACCESS prefers to use the form they are currently using.

D. Berg discussed researching grants to buy a generator to be used to operate sewage pumps (wired into building 12) at Button Hill, in the event of a prolonged power outage.

D. Berg also reported that the lowest-cost adaptor testing he performed indicated it is not successful in resolving the issue with television hookups in the living rooms.

D. Berto and A. Fuentes left the meeting.

### **4. New Business –**

The Housing Authority unanimously approved the following 2018 meeting dates and they will be forwarded to the Town Clerks office.

January 8

February 12

March 12

April 9

May 14

June 11

July 9

August 13

September 10

October 15 (FYI-Monday Oct. 8 is Columbus Day)

November 19 (FYI-Monday Nov. 13 is the Town's observance of Veteran's Day)

December 10

**5. Correspondence** – Correspondence was distributed.

**6. Approval of minutes** –

C. D'Agata moved to accept the September 11, 2017 minutes as presented. The motion was seconded by W. Gangaway. Motion passed unanimously.

W. Gangaway moved to accept the October 16, 2017 minutes with one correction: Pako should be Palko. C. D'Agata seconded the motion. Motion passed unanimously.

**7. Treasurer's report** – C. D'Agata reported the balance for June 2017 was \$1,600. The new budget for 2017-18 is \$3,714.27. Payroll for August, September and October was \$209.92, leaving a balance of \$3,504.35.

**8. Adjourn** – The meeting adjourned at 7:15 p.m.

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

A handwritten signature in cursive script that reads "Brenda Sullivan". The signature is written in dark ink on a light-colored background.