

1
2 **Willington Housing Authority**

3 Monday, November 21, 2022 – 4 p.m. Regular Meeting (in person)
4 (To participate remotely, via conference call, please call in at 860-428-0762)
5 Location: Willington Senior Center, 20 Senior Way, Willington, CT 06279
6

7 **Present:** Chairman Don Berg; Vice Chairman William Bunnell; Treasurer Claudia D'Agata; Tenant Commissioner Jack
8 Moskus; Executive Director Laurie Bradley (property management); Resident Services Coordinator/Assistant Director
9 Sharon Boisvert (property management); Recording Secretary Brenda Sullivan (by phone).
10

11 **1. Call to order** – 4:03 p.m.

12
13 **2. Present to speak** – opportunity for members of the public to speak.
14

15 No members of the public present.
16

17 **3. Old Business** – Senior Housing “Button Hill”
18

19 **A. Director's Report** – This report was emailed to members prior to the meeting; a copy is available to the public
20 from management upon request.
21

22 L. Bradley gave an update on maintenance and landscaping activities. She also suggested that members may want
23 to discuss, at some point in the future, installing heat pumps in place of boilers. She said Maintenance Director
24 Pete Kasacek is certified to install and maintain the heat pumps that are in place at the Coventry senior housing
25 complex, and that she was able to work with Eversource to receive a significant rebate when P. Kasacek installed
26 heat pumps at that location. (See more discussion under Chairman's Report.)
27

28 L. Bradley said Randy's Trucking signed the contract for snow removal for this winter. She noted it has increased
29 from \$18,000 last season to \$20,000 this season due to the rise in fuel prices. She said she will speak with the
30 contractor about not making as many return visits as he has during past snowstorms, in an effort to keep his costs
31 down. There was also discussion about encouraging residents to be more pro-active about moving their cars when
32 there's a snowstorm forecast, to make it easier to clear the parking lot.
33

34 **B. Expenditures** – This report was emailed to members prior to the meeting; a copy is available to the public
35 from management upon request.
36

37 L. Bradley noted that the latest propane gas purchase was almost \$2,000. She also noted that there was a delay in
38 receiving the water bill(s) from the town, so the Expenditures report includes a payment of \$5,159 for August,
39 September and possibly part of October's bill.
40

41 **C. Button Hill Treasurer's Report**
42

43 L. Bradley reported that reserves are currently \$68,000, and that these funds are earning \$63 interest per month.
44 She added that when Centreville Bank releases the hold on the remaining \$38,000 in development funds, these
45 can be added to the reserves.
46

47
48 **D. Chairman's Report**
49

50 D. Berg reviewed the draft Financial Report compiled by CPA Mark Makuch, and noted the bill for his services
51 was \$2,000.
52

53 W. Bunnell made the following motion, seconded by J. Moskus
54

55 **To approve the draft financial report ending fiscal year June 30, 2022 as provided by CPA Mark Makuch**
56 **as final and authorize him to submit it to the Housing Authority and Centreville Bank.**

57
58 The motion passed unanimously.
59

60 **4. New Business** – none.
61

62 **5. Correspondence** – D. Berg said he received an email from Mario Zuluaga notifying the Housing Authority that
63 Zuluaga is a new contact for financial purposes at Centreville Bank.
64

65 **6. Approval of Minutes** – C. D'Agata made a motion to approve the October 17, 2022 minutes as presented. The motion
66 was seconded by W. Bunnell and passed unanimously.
67

68 **7. Housing Authority Treasurer's Report** – C. D'Agata gave the following report:
69

70 Per the Town of Willington financial office FY 2022-2023 Housing Authority report, a payroll check was written on
71 10/6/22 in the amount of \$69.97.
72

73 The ending balance for FY 2021-22 was \$1,942.33 and the amount budgeted for the Housing Authority for 2022-23 is
74 \$2,182, leaving a starting balance for FY 2022-23 of \$4,124.33.
75

76 The total amount spent for FY 2022-23 is \$209.90, leaving a balance of \$3,914.42.
77

78 **8. Motion to Adjourn** –
79

80 J. Moskus made a motion to adjourn at 4:39 p.m. The motion was seconded by W. Bunnell and passed unanimously.
81

82 *Respectfully submitted by Recording Secretary Brenda Sullivan. Please note that minutes are posted prior to being*
83 *officially approved – changes/corrections are normally indicated in the subsequent month's meeting minutes. (For*
84 *copies of documents mentioned in the minutes, please call management at 860-498-0268 or email*
85 *lbradleybh@gmail.com)*
86

Brenda Sullivan

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