

MINUTES
Willington Housing Authority
Monday, February 24, 2020 – 4 p.m.
20 Senior Way – Senior Center
Willington, CT

Present: Chairman Don Berg, Treasurer Claudia D'Agata, Member Mark Forkey, Member William Bunnell, ACCESS Housing management representative Alex Fuentes, Recording Secretary Brenda Sullivan.

D. Berg noted Laurel Millix had submitted her letter of resignation to the Town Clerks.

1. Call to order- 4:08 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

MAINTENANCE

A. Fuentes gave an update on repairs. There were 6 work orders in January. He said a clogged drain was probably due to the contractor not changing the septic tank filters. He also said he is monitoring a roof leak in 14F, however the resident has said the leak appears to have stopped. He also reported that the monthly fire inspection had been done and there were no issues.

D. Berg said he looked at sun baffles that had been installed to shield outdoor thermostats on the boilers and he thinks a couple may have to be adjusted; one is still being heated by sunlight.

There was continued discussion from the January meeting about the costs for testing water at Button Hill for Legionnaire's Disease bacteria. A. Fuentes said a contractor quoted \$2,160 for 6 samples, and that includes a \$5 per test discount. Given that quote, he said, it might be more cost efficient to just temporarily increase the water temperature to the level recommended by health officials to kill the bacteria, and take appropriate safety measures (such as notifying residents in advance).

FINANCIALS

A. Fuentes distributed documents with an update on Button Hill's current financial status. He said as of the year to date, the project is \$13,011 ahead, after making the mortgage payment and payment into reserves. He said there have been no move-ins/move-outs and there are still 11 people on the waiting list. All rents also are up to date, he said.

There was discussion about possibly saving money by purchasing fuel from the town's supplier. A. Fuentes said Button Hill can be included to get the same deal as the town, but not until the next contract. He added that in March, he will call landscaping contractors recommended by Housing Authority members.

OTHER BUSINESS

D. Berg said he will contact the Board of Selectmen again about installing a Private Road sign.

There was discussion about whether heating and domestic water pipes had not been insulated per the project's specs. D. Berg said he recently used an endoscope to examine pipes in the utility rooms, but he'd also like to look at pipes behind the kitchen cabinets. Members discussed whether to take legal action if it's determined the pipes were not insulated. And there was concern about a shortening window of time for taking action.

D. Berg distributed information about options for signs for the Dumpsters. He recommended one on the main door, one for the double doors, one for the door used by residents and an extra in case of vandalism. He said there's a discount for an order of 5 signs.

Members decided to buy five 3M-laminated "custom" signs (with the wording, For Button Hill Residents Use Only in red letters on a yellow background), at a cost of \$290. D. Berg said he'd place the order since he had all the information on his computer, and he'd use the ACCESS tax-exempt number.

D. Berg reported that the Housing Authority's application for funds for emergency generators and call-for-aid equipment under the Town's current round of Capital Improvement Projects was not approved.

C. D'Agata asked A. Fuentes if he'd asked the ASHoW Board about the possibility of Button Hill residents using the meeting space at Willington Woods in the event of a major emergency. A. Fuentes said the next ASHoW Board meeting is March 3, and he will forward the request at that meeting.

C. D'Agata referred to discussion at a previous meeting about installing grills in Button Hill's recreational area, and suggested revisiting the subject at a future meeting. D. Berg said such a project would depend on availability of funding and how Housing Authority members feel about any risk issues.

4. New Business

There was discussion, initiated by M. Forkey, about a form residents received from ACCESS regarding their income, and about which figures are used (for example, based on which county designation) to assign residents rents.

5. Correspondence – None.

6. Approval of minutes

Members reviewed the minutes of January 27, 2020 and made the following corrections:

Line 60 – reference should be made to A.L. Fire Protection, LLC; also, delete the duplicate "quotes for".

Line 67 – location of the generator probably will have to "be" reviewed

Line 103 – A. Fuentes said this "change" didn't help with condensation...

Line 104 – should say, maybe changing filters "back" to a better filtering media...

Line 107 – Clarification of wording: "to dial back the temperature" should have stated "to lower the outdoor reset temperature settings" for the boilers.

[Note: No vote was taken on approval of minutes; it will be added to the March agenda.]

7. Treasurer's report – C. D'Agata distributed the February 24, 2020 report. Secretarial expenses for January were \$80.74, leaving a balance of \$3,133.62.

8. Adjourn – The meeting adjourned at 5:25 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.

