

Willington Housing Authority
Regular Meeting
Monday, March 15, 2021 – 4 p.m.
Via ZOOM, meeting accessible to the public

Present – Chairman Don Berg; Treasurer Claudia D’Agata; Member Jack Moskus; Executive Director Laurie Bradley (property management); Resident Services Coordinator/Assistant Director (property management), Sharon Boisvert. Absent: Member William Bunnell.

1. Call to Order – 4:01 p.m.

2. Present to Speak – No members of the public present.

3. Old Business – Senior Housing “Button Hill”

A. Director's Report

Copies of the Director’s Report were previously emailed in the meeting packet to members of the Willington Housing Authority.

L. Bradley noted that she recently resolved an issue with a quote provided by Scott Duplisea of Fire Alarm Specialty Design, LLC (FASD) in relation to a contract to install a radio mesh system, including fire panel monitoring, at \$2,400 a year.

She said the company had changed its quote to \$2,800 to cover an additional charge for monitoring the fire extinguishers at Button Hill.

L. Bradley said, after discussing with S. Duplisea the fact that there are only 4 fire extinguishers at Button Hill, S. Duplisea agreed to remove the \$400 additional charge. She also said she had to revise a part of the contract that had stated the agreement was with the Coventry Housing Authority on behalf of the Willington Housing Authority and Button Hill Senior Housing. She said the contract now refers to providing communication equipment for the fire alarm panels including fire alarm panel monitoring services for Button Hill Senior Housing.

B. Expenditures

Copies of the Expenditures report for the period ending February 28, 2021 were previously emailed in the meeting packet to WHA members for their review. There was no discussion.

C. Button Hill Treasurer's Report

Copies of the Button Hill Treasurer’s Report for the period ending February 28, 2021 were previously emailed in the meeting packet to WHA members for their review.

L. Bradley noted she emailed a revised report to the board members just prior to the meeting to correct a typo in the ending balance on the Treasurers report for checking account (ending in #0903).

D. Berg asked for more information about a resident who is moving out. L. Bradley said she is reviewing the waiting list and working on filling the expected vacancy.

D. Chairman's Report

53
54 D. Berg said he recently spoke to someone at Centreville Bank about the annual financial report
55 they've requested and after speaking with Mark Makuch, M. Makuch offered that he could provide
56 the report for the bank at a cost of \$1,800 to \$2,000. Since L. Bradley said she is still waiting on
57 the firm quote from M. Makuch, D. Berg offered to reach out to M. Makuch requesting that he
58 provide the quote.
59

60 D. Berg asked for the go-ahead from Housing Authority members to approach the Board of
61 Selectmen and Planning & Zoning in order to begin the approval process to install some solar
62 panels for Button Hill – on the ground – on land located within the project's lease line boundaries.
63 He said there's a potential energy savings of between \$2,000-\$5,000 a year with these additional
64 panels. He said there would probably be some expenditures for an application fee to Planning &
65 Zoning.
66

67 C. D'Agata asked about the cost of the additional panels, and if it would be offset by energy
68 savings.
69

70 D. Berg said the annual benefit would be about \$2,800 for the portion of the solar panels that would
71 be ground mounted. He also discussed possibly installing addition solar on the existing open roof
72 areas. He said Button Hill would have to possibly borrow about \$165,000 if Button Hill were to
73 install panels on both the roof and ground, and one borrowing option may be repaid over a 15-year
74 period at about 6 percent. He noted that his research is all very preliminary and the first step is to
75 pursue assurance that we can actually receive the necessary approvals from the land owner (the
76 Town) and the Planning & Zoning commission to move to the next steps. As for power usage, each
77 of Button Hill apartment's historical usage appears to be about 3,000 kwh per apartment, and most
78 of those power needs could be offset with solar PV (photovoltaics). He said in order to even get any
79 solar panels installed and energized by the end of 2021 and to take advantage of current Eversource
80 policies and incentives, the approval process for just the general concept of installing solar PV
81 should begin as soon as possible with the Town and the Planning & Zoning commission.
82

83 L. Bradley said she would be concerned about encumbering the property for that large amount of a
84 loan.
85

86 D. Berg estimated the Eversource ZREC (Zero Emissions Renewable Energy Credits) incentive-
87 payouts would offset a lot of that expense (as would the electricity that they would produce). He
88 estimated the ZREC payments to Button Hill would be about \$5,500 a year, or \$81,000 over the life
89 of the 15-year period of the ZREC contract.
90

91 Responding to a question from J. Moskus about where the ground-mount would be installed, D.
92 Berg said opposite (across the driveway) from Unit 16F, and within a portion of the semi-circle area
93 next to apartment 16C.
94

95 L. Bradley noted that Eversource offers incentives to install heat pumps. She said the Coventry
96 Housing Authority saved about 40 percent on its energy costs after installing heat pumps in 2011
97 (all utilities are electric, she said). She said the equipment and installation costs totaled about
98 \$34,000, and they received a \$24,000 rebate. She said CHA Maintenance Supervisor P. Kasacek did
99 the installation.
100

101 D. Berg made the following motion:
102

103 *"The Willington Housing Authority allows Don Berg to speak with the Board of Selectman and*
104 *to make application to Planning and Zoning, if appropriate, to place solar on the ground."*

J. Moskus seconded the motion. There was no further discussion. The motion passed unanimously.

In other business, J. Moskus noted he'd placed a request for installation of one ceiling fan in his unit in May 2020. L. Bradley said P. Kasacek expects to complete that task soon.

4. New Business – L. Bradley said she received a check from RealPages with the credit due WHA.

5. Correspondence – D. Berg said he received a notice from RealPages a couple of weeks ago, which he forwarded to L. Bradley, about the credit L. Bradley has now received.

6. Approval of Minutes – Feb. 22, 2021 regular meeting.

C. D'Agata made a motion to approve the minutes as written. D. Berg seconded the motion. There was no discussion. Motion passed unanimously.

7. Housing Authority Treasurer's Report – C. D'Agata reported last month's balance was \$3,316.97 in the Town account, and a check was issued for \$69.97 for secretarial services, leaving a balance of \$ 3,247.00

8. Adjourn – D. Berg moved to adjourn at 4:31 p.m. J. Moskus seconded the motion. It passed unanimously.

Respectfully submitted by Wellington Housing Authority Chairman Don Berg. Please note that minutes are posted prior to being officially approved – changes/corrections are normally indicated in the subsequent month's meeting minutes.

Don Berg

RECEIVED
WILLINGTON, CT.

2021 MAR 17 P 12:12


TOWN CLERK