

**Minutes**  
**Willington Housing Authority**

Monday, September 18, 2023 – 4 p.m. Regular Meeting (in person)  
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), Maintenance Director Pete Kasacek (property management), invited presenter Chris Atiyeh of Tower Generator; and via conference call, Recording Secretary Brenda Sullivan.

**1. Call to order** – The meeting was called to order at 4 p.m.

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

Stuart Fischer, candidate for First Selectman, joined the meeting at 4:15 p.m. and discussed his background, experience, and what his goals would be as First Selectman. Housing Authority members shared some of their areas of interest regarding their current projects and ongoing operations for Button Hill Senior Housing. (S. Fischer left the meeting at 4:45 p.m.)

D. Berg asked for a motion to move the agenda item “Introduction of Chris Atiyeh of Tower Generator to discuss generator considerations at Button Hill” from the Chairman’s Report to the beginning of the agenda. C. D’Agata made the motion, which was seconded by W. Bunnell, and passed unanimously.

C. Atiyeh gave an overview of his company’s proposal submitted last April to provide and install two generators, to be located between two buildings at Button Hill senior housing, that would power the existing panel, to provide emergency backup for heating, the circulator pumps, site lighting and one indoor light bulb per unit.

He said the proposal is to have one generator at Building 14 and 16, and two automatic switches, in place of manual switches. One generator would provide energy for heat and one light for buildings 10, 12, 14, and 16.

There was discussion about what kind of equipment would be installed. L. Bradley said it would be the same as the equipment installed for the Coventry Housing Authority’s senior housing complex. She said the generator is propane powered, and in a Level-1 sound attenuation enclosure.

C. Atiyeh explained how the generators are designed (and specially tested), in order to minimize noise. He said they are low-speed generators with an automotive engine, which makes them sturdy and reliable, and results in a lower pitch and volume of noise than the standard generator used by homeowners.

He added that these generators also hold 5 quarts of fuel, versus a typical home generator that usually holds 2 quarts. He said that the generators also don’t use a lot of fuel during an outage.

49 He also said his company's generators normally last 25-30 years, with proper maintenance. L. Bradley  
50 said Coventry's previous generator lasted 28 years and was replaced not because it failed, but because  
51 the Coventry Housing Authority received grant money to replace it.

52  
53 There was discussion about whether it would be feasible to locate Button Hill's generators on the upper  
54 level near the Dumpsters and therefore, further away from the residences. L. Bradley said Coventry's  
55 generator can barely be heard from about 10 feet away.

56  
57 There was discussion about what would be required, in terms of connecting wires and buried pipes, if  
58 the generators were located on the upper level by the Dumpsters. C. Atiyeh said it would significantly  
59 complicate the installation – including creating an asphalt pad, using a different kind of housing for the  
60 equipment, and running lines uphill from the propane tanks – and therefore, would add substantially to  
61 the costs.

62  
63 D. Berg said he was thinking about if and when powering air-conditioning is added to the emergency  
64 backup system, and whether that might result in more noise from the generators, which would make  
65 locating the generators near the Dumpsters a better decision, long-term.

66  
67 However, D. Berg noted that the existing propane tanks at Button Hill are in the ground and that they're  
68 separated and not interconnected. He said there are four 1,000-gallon tanks.

69  
70 L. Bradley pointed out that because all the units are individually metered for electricity usage, this adds  
71 to the complexity of adding emergency generators.

72  
73 D. Berg said that if some rewiring needs to be done, it might be possible to connect to air-conditioning  
74 compressors to the utility room panel via new conduits outside the buildings.

75  
76 There was discussion about possibly connecting the generators to heat pumps, and how to power the  
77 sewage ejector pump.

78  
79 L. Bradley said the board is talking about alternative scenarios so that it can be prepared in future,  
80 when applying for potential funding. She said she brought up the possibility of connecting to heat  
81 pumps because Eversource has a funding program for heat pumps.

82  
83 L. Bradley asked C. Atiyeh about the energy draw of heat pumps. He said that connecting heat pumps  
84 to the generator system would require larger generators, maybe 50 kW. He added that with 30 kW  
85 generators, it would be possible to add a "red" outlet to the units. However, he said, there's a potential  
86 problem if a resident does something like run an extension cord from their refrigerator and plug into the  
87 emergency outlet.

88  
89 P. Kasacek said that when there's an outage, the goal is to enable the residents to remain in their  
90 apartment and not have their families worried about them. So, this makes providing heat and light the  
91 priority. He said he thinks most people can live with no AC better than with no heat. L. Bradley pointed  
92 out, however, that the town's ARPA funding committee denied the Housing Authority's proposal for  
93 generator funding because it didn't include powering air-conditioning.

94  
95 C. Atiyeh suggested looking at how to create different connections for winter and summer service. L.  
96 Bradley said her concern is that this would increase costs beyond available funds, versus installing a  
97 "winter essentials" system.



98

99 There was discussion about fuel usage. C. Atiyeh said if the generators are hooked up to 500-gallon  
100 tanks (which are filled 80 percent, which is 425 gallons) – and a generator uses a gallon and a half an  
101 hour – there would be fuel for about 8 or 9 days during an outage.

102

103 C. Atiyeh said that when he first presented his proposal in April, the estimated cost for the project was  
104 \$39,000 per generator. That cost has probably increased to \$40,000 at this time, he said. He noted that  
105 there's no tax cost because the Willington Housing Authority is a nonprofit.

106

107 (C. Atiyeh left the meeting at 4:57 p.m., at the conclusion of this discussion.)

108

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

110

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

113

114 There was a brief overview of maintenance activities.

115

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

118

119 L. Bradley noted expenditures included servicing the smoke detectors, and purchasing non-  
120 programmable thermostats.

121

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

124

125 L. Bradley said she sent reports for both July and August, because last month she wasn't able to  
126 produce a report due to software issues.

127 D. Chairman's Report

128 D. Berg said he sent the engagement letter to Mark Makuch regarding his preparation of a  
129 financial report for the Housing Authority/Button Hill Senior Housing.

130 D. Berg suggested that the cost of \$900 for the recent mandatory commissioner training should  
131 be deducted from the Housing Authority's budget and not the Button Hill budget.

132 **Update on Call for Aid RFP status** – D. Berg said all the bids came in over budget, and he  
133 needs to find out what he needs to do next to move this process forward.

134

135 **4. New Business – No new business.**

136

137 **5. Correspondence** – D. Berg said he received a phone call from American Microgrid Solutions, and  
138 they said they are working on the report. He said he also picked up a check from Spectrum for \$3,600.  
139 L. Bradley said this is a one-time reimbursement related to Spectrum's special group discount for cable  
140 and internet service.

141

142 **6. Approval of Minutes** – C. D’Agata made a motion to approve the August 21, 2023 minutes as  
143 written. A. Blaskey seconded the motion. The motion passed unanimously.

144  
145 **7. Housing Authority Treasurer’s Report** – No report submitted, pending a fiscal-year update from  
146 the Town.

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148 **8. Motion to Adjourn** – W. Bunnell made a motion to adjourn. A. Blaskey seconded the motion. The  
149 motion passed unanimously. The meeting adjourned at 5:39 p.m.

150  
151 *Respectfully submitted by Recording Secretary Brenda Sullivan. Please note that minutes are posted prior to*  
152 *being officially approved – changes/corrections are normally indicated in the subsequent month’s meeting*  
153 *minutes.*

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

*Brenda Sullivan*

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*[Signature]*  
TOWN CLERK