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MINUTES

Willington Housing Authority

Monday, February 27, 2023 – 4 p.m. Regular Meeting
Willington Senior Center, 20 Senior Way, Willington, CT 06279

Present – Chairman Don Berg, Vice Chairman William Bunnell, Treasurer Claudia D’Agata, Tenant Commissioner Jack Moskus, Resident Services Coordinator/Assistant Director Sharon Boisvert (property management); and via conference call, Recording Secretary Brenda Sullivan. **Absent:** Executive Director Laurie Bradley (property management).

1. Call to order – The meeting was called to order at 4:03 p.m.

2. Present to speak – Opportunity for members of the public to speak.

None present or calling into the meeting.

3. Old Business – Senior Housing “Button Hill”

A. Director's Report

Copies of the Director’s Report were distributed to members. A copy is available to the public from management upon request.

S. Boisvert discussed some of the repairs mentioned in the report. She said the hot water heater in Building 10 malfunctioned and that because it was under warranty, the company will reimburse management for the replacement and only billed for labor.

S. Boisvert also noted that management bought two refrigerators. One is for a Button Hill resident and the other will be kept in storage by management (at the Coventry Housing Authority property) to be used at Button Hill when needed. Currently, there is no storage space at Button Hill for this appliance.

B. Expenditures

Copies of the Expenditures Report were distributed. A copy is available to the public from management upon request.

S. Boisvert said Randy’s Trucking has been paid.

There also was discussion about the Town cleaning the septic system and billing Button Hill, although management had already had Button Hill’s system cleaned. Apparently the town was unaware that the cleaning had already been done. D. Berg asked if there’s a way to prevent this from happening again in future. C. D’Agata asked if management can find out what exactly was cleaned and how much of the work was for the Willington Woods apartments. This might affect the bill for Button Hill, she said.

C. Button Hill Treasurer's Report

Copies of the Treasurer’s Report were distributed. A copy is available to the public from management upon request.

S. Boisvert reported that the development account at Centreville Bank has been unlocked and that management suggests the Housing Authority move those funds into a Certificate of Deposit where they would earn better interest. The options include a 3-month CD, a 6-month CD and a one-year CD.

W. Bunnell said interest on CDs are predicted to increase to as much as 5 percent interest by this summer, and so it might be better to move the funds to a short-term CD.

There was further discussion, and W. Bunnell made the following motion:

To authorize management to deposit the funds from the development account that ends in 8305, in the most recent amount of \$39,809.97 (based on the January 20, 2023 Button Hill Treasurer's report), into a 3-month Certificate of Deposit at 4.7 percent interest, at Centreville Bank, and to keep account 8305 open, if appropriate.

C. D'Agata seconded the motion. The motion passed unanimously.

D. Chairman's Report

D. Berg reported he and management have been in discussion with FASD and other companies about a new call-for-aid system. He added that he spoke with maintenance director, Pete Kasacek, about using an electric heat pump water heater at some time in the future, which could make use of some of Button Hill's excess solar-generated energy.

4. New Business – None

5. Correspondence – D. Berg said he received mail from a Will Rawlings, who asked about buying a unit at Button Hill and D. Berg replied that the unit is not for sale. He said he also received a response from financial consultant, Mike Makuch, to his request for names of call-for-aid service and equipment providers in order to solicit bids. He added that he spoke with FASD

and they plan to visit Button Hill before preparing a quote.

6. Approval of Minutes –

[Note: The January 23, 2023 regular meeting was canceled due to inclement weather, so there are no minutes for that meeting.]

C. D'Agata moved to accept the minutes of December 19, 2022 with the following correction:


Change lines 32-33, from "L. Bradley also said containers of salt/sand will be put outside, with scoops, for residents to refill **their sand shakers**," to read, "L. Bradley also said containers of salt/sand will be put outside, with scoops, for residents to refill **their salt/sand shakers**."

J. Moskus seconded the motion. The motion passed unanimously.

7. Housing Authority Treasurer's Report – C. D'Agata reported that since the January regular meeting was canceled, there was no deduction for recording secretary payroll, so the current balance is \$3,704.51.

8. Motion to Adjourn – W. Bunnell moved to adjourn at 4:30 p.m. J. Moskus seconded the motion. There was no discussion. The motion passed unanimously.

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

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