

ELLINGTON HOUSING AUTHORITY

January 29, 2019

Regular Meeting

1. Meeting called to order @ 6:00 P.M.
2. Members present: Michael Swanson, Dennis Varney and Dorothea Waite. Absent: Robert Sandberg Jr. William Correia and Edward Jeski have both resigned. There is no representative from Millenium. The Selectman's Liaison, Sarah Cook could not make the meeting.
3. The minutes of the Dec. 18<sup>th</sup> meeting were reviewed. Mike motioned to approve the minutes, 2<sup>nd</sup> by Dennis. Motion passed.
4. Public forum: the tenants were concerned about getting their back doors cleared after snowstorms. Jeff will plow and shovel their back doors after snowstorms.
5. Projects: Steve (project mgr.) sent a report to Dennis since he couldn't attend the meeting. Two weeks were lost due to the holidays. Construction on Phase 1: units 4,5,28,33 & 37 is progressing. Flooring installation will start Jan 30<sup>th</sup>. Cabinet delivery is anticipated to be Feb 1<sup>st</sup>, with installation to proceed the beginning of next week. The building dept. & fire dept. will do an inspection the middle of the week. The architect will be here next Thursday for the final walk through. Phase 2: units 7,8,9,10,11 & 12 will start Feb 8<sup>th</sup>, continuing to Monday Feb 11<sup>th</sup> with the tenants packing their belongings. The tenant in unit #7 is in rehab in Boston and has friends packing up her belongings. Ductless splits are completed on all 20 efficiency units and one bedroom units: 18,19,33 & 37. The remaining units will be completed. Abatement on Phase 2 will begin the week of Feb 11<sup>th</sup>. Phase 2 construction (unit#19 included in this phase) is

anticipated to be completed early March. Future Phases will continue until completion. All site & exterior building work will be on hold until late winter/early spring pending weather conditions.

There will be a walk thru this Thursday with the state employee to check on the progress.

6. Financial Matters: the budget & treasurers report were reviewed.
7. Unit vacancy report: unit# 20 is now vacant.
8. Maintenance: nothing.
9. Old business: the by-laws will be reviewed at another time. Mike suggested enforcing a no-smoking policy. Dennis spoke with Marisol about her and Cathy having a face-to-face with each tenant. Before moving back into their units, they need to sign a new lease stating they understand the no smoking policy. The lawyer has updated the lease, which also gives EHA the right to do an inspection twice a year. Marisol will meet with each tenant before they go to their hotel to inform them of the hotels no smoking policy.
10. New Business: the new sign was discussed.
11. Meeting adjourned @ 6:34 P.M. The next meeting is scheduled for Tuesday, February 27 @ 6:00 P.M.

Respectfully submitted,

*Gail Gessay*

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Gail Gessay, Recording Secretary