

ELLINGTON HOUSING AUTHORITY

Oct. 29, 2019

Regular Meeting

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ELLINGTON
TOWN CLERK

- 1) Meeting called to order @ 6:02 P.M.
- 2) Members present: Edward Jeski, Charlie Sandberg Jr, Mike Swanson and Dennis Varney. Also present: Ibeth, Marisol Medina, and Bruce Whitaker from Millenium. Absent: Joe Ryan.
- 3) The minutes of the September 24th meeting was reviewed. Mike motioned to accept the minutes, 2nd by Charlie. Motion passed.
- 4) Public forum: June (apt#42) said her floor and outside mold issue is still not corrected. Steve and Cathy sent out work orders last month regarding issues to be addressed. With the exception of #42, everything else has been fixed. Bruce and Marisol also addressed the problem with sewage in apt#38 from the Sept. meeting. The way it was explained by the tenant was not forthright. Marisol explained the call was dispatched to an answering service that called her immediately. An email was also followed up along with the name of the contact, the time the person called about the complaint and what the complaint was. Marisol immediately called Milleniums maintenance technician to come out & be present. She then called Anytime Sewer, their plumbing company. They were 2 hours out. Marisol then called the tenant, asking her if she wanted to stay up and wait for the plumber, which would be about 2 hours. She also offered the tenant a 2nd unit, where there is a vacancy. She'll have access to the bathroom and 1st thing tomorrow morning Marisol guaranteed the plumber will be at her door as well as our maintenance man. She took the "I'm going to bed we'll address it in the morning" choice. And that's how it was followed up. Charlie pointed out at the last meeting, that is not how this situation was explained. It was said that the staff didn't do anything, supposedly, until 8:00 the next morning. The staff did what they were supposed to do. There were 2 options given that night and the option chosen was that they would do something the next morning. In addition to that, Millenium was concerned with there being sewage in her place, which is a problem. She was given an alternative to go to another unit. We cannot force somebody to go to another unit, unless there is another kind of situation.
- 5) Construction update: construction has been completed on all units and the tenants have moved back permanently. The minor punch list items are being done and the deadline is the next 30 days. A new generator is also included in that deadline. Currently there are 10 vacancies. The solar panel installation is complete. The bank requires additional items, so we're still waiting for the banks release. The gas lines and tanks are installed, filled and connected. The final interior pressure test, which is needed, is scheduled for this week. Bruce explained the rent adds in the newspapers will be different from what current tenants pay but not to be concerned, since they

are grandfathered in. Also, certain procedures need to be followed when advertising rentals. Dennis requested to have Frank post his information on the town of Ellington website.

- 6) Financials: the current budget and proposed 2020 budget was discussed.
- 7) Maintenance: the day to day maintenance will now be Jeff's responsibility. Some maintenance requests from last month are still being worked on. Dennis discussed work order steps. Once Jeff signs off on it, Dennis wants either Jeff or Ibeth face to face with the tenant to sign off on the work order to show that the work has been complete. A tenant also mentioned a dark walkway between 2 buildings.
- 8) Old Business: the smoking area problem is still not resolved. The tenants have been asked what would work for everybody but an agreement has not been met. Currently there are 2 smoking tables: #4 and #27. No smoking is allowed in the units. New tenants will be made aware of this. This issue will be discussed at the next meeting. If the tenants cannot come to an agreement, Millenium may have to make the decision for them.
- 9) New business: behind Ed's unit (#33) there are no lights and there has been some vandalism over the years. The fence is gone now. This will be taken care of. The next meeting will be moved to Dec 17 due to lack of quorum. Dennis and Charlie will not be able to attend. Charlie motioned to have the Nov meeting Dec 17th, 2nd by Mike. Motion passed.

Charlie motioned to go to executive session to discuss personnel issues @ 6:51, 2nd by Mike. Executive session ended @ 7:26.

Charlie made a motion, as of Dec 15th, we turn over maintenance to Millenium. Should we have a need for maintenance to be turned over sooner than that, or other options, it will be at the discretion of the chairman. Mike 2nd. Motion passed.

Dennis verified with Bruce there is extra money for upgrading the generators, security cameras, landscaping and changing out the heating & cooling for the community building. Bruce said several heat pumps will be used for the community building. Marisol mentioned the phone system for the community building needs to be upgraded. There's no caller ID and not enough space in the phone for more than 8 messages. Bruce feels there's enough money to upgrade the phone system also.

- 10) Meeting adjourned @ 7:35. The next meeting is scheduled for Tuesday, Dec 17th @ 6:00 P.M.

Respectfully submitted,

Gail Gessay

Gail Gessay, Recording Secretary