

Derby Housing Authority (DHA) – Imagineers Update on HCV Program 11/5/2020

- **FUNDING:**

- ✓ The mainstream application is almost complete – waiting on data from the Coalition to End Homelessness which we should get by next week – it will be sent to HUD via the email process identified in the application notice.
- ✓ We are still waiting on the HUD response to Derby’s application for additional VASH vouchers and the extraordinary circumstance application under the CARES Act for additional HAP funding due to increases in the per unit cost

- **FAMILY-SELF SUFFICIENCY PROGRAM (FSS):** HUD is proposing changes under HOTMA that is designed to streamline the program and make it easier to run an FSS program; we’ve highlighted some of the exciting changes that are proposed:

- Changes the length of time of welfare assistance – usually family needs to be off welfare assistance 1 year before ending the Contract of Participation (COP) – new rule requirement is that the family is off welfare at the time of graduation
- FSS contracts can be extended for good cause – the proposed rule has an additional definition of what constitutes good cause – “active pursuit of a goal for further self-sufficiency”; i.e. could be completion of a college degree during the time that the participant is unemployed or underemployed or still working on credit repair because the goal is to own a home; so if they are actively in pursuit of goal for self-sufficiency these examples would justify an extension to the COP – still applied is serious illness or involuntary loss of employment
- Nullification of a COP (not the fault of the family and the contract cannot move forward) - so if the PHA determines that services that are needed for the family’s COP are not available to use or if the HOH becomes permanently disabled and is not able to work or dies during COP then the COP can be nullified – the FSS participant is not in violation of the COP and the participant gets their escrowed amount
- Escrow accounts – provides additional clarity in figuring escrow – defining baseline annual earned income, baseline monthly rent, current annual earned income and current monthly rent - i.e. rule would allow to add back any earned income disallowance (EID) – makes sure that any kind of change to earned income is really tied to increases in earned income, etc.

We have sat in on 2 webinars for the new proposed FSS rule change; the proposed rule is in a comment period until mid-November, HUD will then review in order to set a final regulation. Additionally, Derby has two FSS participants that have graduated. We are also working with Laura to get another mailing out to participants with updated interest materials

- **PROJECT BASED VOUCHER PROGRAM - PBV:** The contract for the Baron building PBV is due on 1/31/2021 and a letter is being sent to the owner for the PBV HAP contract renewal.
- **AUDIT:** We are cautiously optimistic that the audit went well by the feedback received from the auditor. Comments received were that the files were organized, and auditors were able to ascertain that the files were being worked on. They were able to match the HAPs to the paperwork in the files. They were provided with all the materials that they asked for including SEMAP and quality control documentation.
- **FMR/PAYMENT STANDARDS:** Analysis were done to set the payment standards that will be effective 1/1/21. HUD’s FMRs for Derby had a variance increase in each of the bedroom sizes of \$42 to \$237. We were able to keep and set the payment standards at 100% of the FMR to make sure that we are appropriately creating opportunities for families searching for units.

- **AGENCY PLAN SUBMISSION TO HUD:** The annual plan submission to HUD is due on January 16, 2021, 75 days prior to the fiscal year end. **The following is a general outline of steps for accomplishing the requirements to HUD for the PHA's Plan:** *Derby Housing Authority is considered a "Qualified PHA" (has a combined unit total of 550 or less public housing units and vouchers, is not designated as a troubled PHA, and does not have a failing score under the Section 8 Management Assessment Program (SEMAP). What this means is that DHA is exempt from the requirement to prepare and submit an annual plan, but it must carry out the following annual requirements: hold a public hearing; which must be advertised 45 days prior to the hearing; we must state date and time of hearing, where and how to obtain the PHA plan (which is the 5-Year Plan that outlines mission, goals, objectives, etc.); we must consider any viable recommendations made from the Resident Advisory Board (RAB); we will send out the plan and a survey form to each Section 8 program participant; also we would consider any comments from the public; we must report on results if we get any comments back to HUD. There is one certification that needs to be executed.*
- **STYGAR TERRACE PROJECT BASED VOUCHER (PBV) CORRECTION PLAN** – We continue to work toward a resolution for the PBV issue at Stygar Terrace. The historically records have been located and we are preparing next steps.
- **FILE CLEAN-UP AND RE-EXAMS & RE-INSPECTION OF HCV** apartment units are progressing as previously reported.

We wish everyone the best. I can be reached directly at 860-768-3345, if anyone has any questions or concerns. Thank you. Ken Schultz

OCTOBER 30,2020 RESIDENT SERVICES COORDINATOR OCTOBER 2020 REPORT

October was a busy and productive month. Thanks to TEAM, Inc., local candidates and USDA the residents were the recipients of great boxes of fresh food and milk. The food was at Nolan Field in Ansonia, Oct 6; 210 Chatfield Ave Derby on Oct 19 and Nolan Field on Oct 30. It is a drive-by where the boxes are put in the residents' car trunks. Oct. 14, I got a call from Senator George Logan who had food boxes and give away bags left over from the Senior Health Fair at Warsaw Park. I met him at Stygar, he had a u-haul with 30 boxes of food and 45 gallons of milk, I suggested we split the boxes between the three properties and he agreed, so we went from site to site and he was warmly received by the residents and they were very happy about the food and gift bags he gave them. He had about 30 extra bags which he left with me to distribute at the next BP Clinic. A thank you was sent to him from myself and the residents.

Cary Carpino from GH did a blood pressure clinic at Stygar and Guardiano on Oct. 8th, Cicia residents are invited. Thanks to a referral from Cary to Mary Swansiger, Coordinator of Griffin Community Outreach, Mary and I met to discuss a program that Griffin is doing jointly with Yale School of Medicine focused on residents in Derby and Ansonia who are pre-diabetic. Flyers about the program were distributed and I went with Mary to the three sites to pre-screen potential residents. Several look like they will qualify and be able to participate and get a \$50 gift card for their participation. The program is formatted to be Zoom, but I expressed concern to Mary about that and she thought it could be done by land line also. Cary would also like to do a Live Well program, that the AOASCC sponsors for folks living with chronic health issues, such as arthritis, heart condition, diabetes, etc. We will have to see how best to run the program, whether in person in very small groups or by Zoom. The info is included for Live Well in the November newsletter. Cary will do another BP clinic on November 12.

I contacted NVHD about doing a Flu Clinic and they agreed, and we went to the three sites on Oct 27. It was a great help for those that do not have transportation. The residents were able to chose regular or the high dose vaccine.

Oct. saw the close of the Farm Market coupons, the residents enjoyed being able to get \$18 worth of free produce at the local farm markets. Our participation was not as much as I had hoped due to Derby not having a Farm Market and many residents not driving but about 65 residents participated.

Late October saw many happy residents as they received their Rental Rebate checks on time, the rebate was decreased by 8%, due to limited State funds, I had posted that notice so there were no surprises. Lauren at Derby City Hall was great to help get the residents applications in.

Was able to get some Absentee Ballot applications to City Hall and Marc was helpful on several occasions with facilitating the process.

I have done Zoom presentations for training of Open Enrollment and Elder Abuse. Information is posted and included in the newsletters for Oct and Nov. There are some significant changes this year especially in the Medicare Advantage Programs. I anticipate Nov will be busy especially with the residents that have the grey State of CT Connect Card, because they may have to change their Med D plan to a Benchmark plan during the open enrollment period 10/15 – 12/7.

I continue to monitor the BB in the three CRs for updating information and removing outdated info. Try to keep them posted of the potential SCAMS that seniors are subject to, there has been an increase with hoaxes about cures and vaccines of COVID-19.

Have helped several residents apply for SNAP and they are happy to have the extra funds, more money has been added to the program due to COVID-19.

The challenge continues with encouraging the residents to wear masks when outside their apartments, some seem to still think it is a hoax and being played up more than reality. I often feel like a HS monitor, when they see me coming, they start fumbling in their pockets for their masks and quickly put them on.

On a side note, a friend donated six large trash bags filled with beautiful yarn, I distributed free to the residents first, than gave three large bags to Dawn at Derby Sr Ctr for her knitting groups and will give the same to Shelton Sr Ctr next week. The yarn was all brand new and the residents that received it were thrilled. The only criteria for distributing it was that it went to seniors or low income folks at no charge. There was about \$1500 worth of yarn in the bags.

Have a great November and Happy Thanksgiving to you and your families and stay SAFE!!

Joan M Kayser RSC

Derby Housing Authority Newsletter- NOVEMBER 2020!



**From: Joan M. Kayser, M.A.
203.736.8946**

jkayser@derbyhousing.com
Resident Services Coordinator

SOCIAL DISTANCING, A FACE MASK AND GLOVES ARE MORE IMPORTANT THAN EVER WITH THE UPTAKE IN COVID-19 CASES. *The Community rooms will remain closed except for use of the Laundry & Bathrooms, blood pressure and other health programs!*

Please be considerate of your neighbors' health and well-being –
WEAR A MASK OUTSIDE YOUR HOME or INSIDE WITH OTHERS, MAINTAIN SOCIAL DISTANCING INSIDE AND OUTSIDE!

BLOOD PRESSURE CLINIC IS NOV 12!

PLEASE REVIEW THE MEDICARE FRAUD FLYER AND THE LIVE WELL FLYER, ALL GOOD INFORMATION FOR YOU TO BE AWARE OF!

Oct. 15 – Dec 7, Medicare Open Enrollment - if you need help or information about your medical insurance please call me! If you need to pick a Med D plan please call me and we can review what is best for you. If you have the State of CT Connect Card, you must have a 2021 Benchmark Plan to have the State of CT pay the monthly premium! 2021 Benchmark Plans will be posted!

In between newsletters please check the Community Room for new information or notices that are posted!

All of us here at the DHA and the Board of Commissioners wish our residents and their families a safe and healthy
**NOVEMBER AND A
HAPPY THANKSGIVING!**



Normal DHA Office Hours:

Monday-Thursday 8:30-4:30 we are closed 12:00-1:00 for lunch and on Fridays. The office is closed to the public!

Closed Wed, 11/11 for Veteran's Day

Closed Thur & Fri, 11/26 & 27 for Thanksgiving

Our new address is:

**30 Elizabeth St, Derby CT 06418, 2nd Fl.
All work orders or emergencies must be called into 203.735.6652!**

All residents are reminded that your monthly rent check MUST be mailed to:

**DHA - 30 Elizabeth St. 2nd FL –
PO Box 843**

Derby, CT 06418.

Each resident is responsible to get his/her check or money order to the Housing Authority Office between the first of each month up until the 10th of each month without penalty.

Please make sure you include the PO Box 843!

Again, please be certain that you are sending in the Correct Amount. Anyone not certain what the amount is, please call Ellen at the main office: 203.735.6652. When the office is closed the answering service will relay the information to Ellen and she will respond in a timely manner.

UPCOMING

RN CARY IS BACK AGAIN!
OUR GRIFFIN HOSPITAL
COMMUNITY OUTREACH NURSE
WILL BE COMING ON
THURSDAY NOVEMBER, 12TH :

STYGAR AT 9:30AM – 10:15AM

GUARDIANO AT 10:30AM – 11:15AM

MASKS AND SOCIAL DISTANCING WILL BE
REQUIRED! CICIA RESIDENTS WELCOME!

Master's Table Community Meals

THANKSGIVING

DINNER!

Sunday, Nov. 22nd

Time: 1 – 3 pm

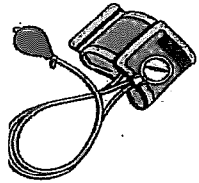
All meals located at
Assumption Church

61 N. Cliff St, Ansonia,

Cost: Free, open to the public, no rsvp,
donations graciously accepted!

Drive-up meal pickup only, Face mask
required! Do not get out of your car!

203.732.7792



CALL: 203-736-5420 Ext. 1267



THE DERBY SENIOR CENTER

Has been closed due to COVID-19 since
March 13th, 2020.

We had a Soft Opening on October 5th,
2020 following all State Guidelines.

We are now open Monday, Wednesday,
and Friday for small groups only.

BINGO has been added on Mondays
1:00-3:00 limited to 18 members (call
ahead)

A "Virtual" Tai Chi has also been added
through ZOOM for those with internet
access!

The newsletters are posted in the
Community Rooms for your reference.
As of now, all trips have been cancelled
until further notice.

The Senior Center is accepting
membership renewals by mail or by
appointment. If you could please send
in a self-addressed stamped envelope,
your membership card will be mailed
back to you. If you would like to
become a member, please call the office
to request a registration form.

Derby Senior Center

293 Main Street, Derby, CT 06418

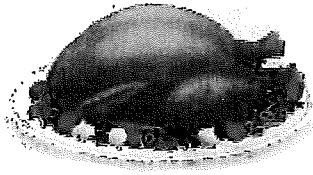
203-736-1484



LITERACY VOLUNTEERS
Greater New Haven | Meriden / Wallingford | The Valley

Literacy Volunteers is offering free
English language classes for
adults in the Valley. Tutoring is
available in Derby individually or in
a group setting. Learn to
understand, read, write, and speak
English!

For more info call Maria Senteio,
Valley Program Manager



Thanks again this year to Laura for organizing and the Derby Fire Department for preparing a free Thanksgiving dinner to our residents. If you would like a meal, drop the form off at the Stygar or DHA office or put it in the mail with your rent check. You can also call me, and I will pick it up. Your request must be in by **Thursday, Nov. 19th** to give the FD time to shop and cook!

St. Vincent de Paul of the Valley Thrift Shop and Food Bank
203-734-7577

The Thrift Shoppe is open, with a weekly schedule of **Mon-Sat 9:30-2:30** for the thrift shop, and **9:30-12:30** for the food bank. Food bank and thrift shop donations are welcome when we are open. As always, new applicants for the Food Bank are always welcome.

2021

IF ANYONE NEEDS A 2021 WALL CALENDAR PLEASE CALL ME, I HAVE RECEIVED A LOT IN THE MAIL!

NEW ENGLAND
Young at Heart™

Live Well, Laugh Often, Love Much

Fall Networking Event
JOIN NEW ENGLAND YOUNG
AT HEART FOR
CANNOLIS & EXPRESSO ON
THURSDAY, NOVEMBER 12
FROM 3-5PM

308 OXFORD ROAD, OXFORD

STOP BY AND SAY HELLO.

COVID-19 SAFE RULES WILL BE FOLLOWED
EVENT WILL BE HELD OUTSIDE WITH TENTS SO
RAIN OR SHINE WE ARE ON!

PLEASE RESERVE BY CALLING 203.463.8339 OR
NEYOUNGATHEART@GMAIL.COM

DERBY NECK LIBRARY

(203)734-1492 **New Hours:**
Curbside Pickup: M-Th, 10am-8pm /
Sa-Su, 1-5pm
Computers and Browsing: M-Th,
12-6pm / Sa-Su, 2-4pm

DERBY PUBLIC LIBRARY:

The library is now open by appointment
Monday - Saturday at 9:30 - 11:30 am.
Open for walk-ins Monday - Saturday
from 1:30 - 4:30pm and Monday -
Wednesday from 6:00 - 7:00 pm.
9:30 - 8:00 Monday-Wednesday, and
9:30 - 5:00 Thursday-Saturday.
Curbside Pickup available Monday-
Wednesday between 9:30 - 7:00 and
Thursday-Saturday 9:30-4:30 Computer
use is available by appointment.
203-432-6140,



Take Control of Your Health

"I was tired. I hurt all the time. It felt like my health problems were telling me what I could and couldn't do. **With the help of this program my health problems no longer control me.** I've taken control and now, I have the energy to do the things that matter."

Don't let an ongoing health condition like pain, fatigue, diabetes, obesity, CHF or COPD get the best of you. Take your life back by signing up for Griffin Hospital's free **Live Well Self-Management Workshops!**

Chronic Disease Self-Management Workshop

Classes held via telephone conference calls

Diabetes Self-Management Workshop

Classes held via video conferencing (ZOOM)

Along with clinical care, you will learn ways to:

Deal with difficult emotions, depression, stress/anxiety
Reduce pain
Improve mobility, increase energy
Increase physical activity
Eat healthier
Use medications appropriately
Solve everyday problems and communicate effectively with family and healthcare providers

For dates and more information about Chronic Disease Self-Management, call Cary at 203-732-7371

- *Eat healthier*
- *Care for your feet*
- *Understand low and high blood sugar*
- *Understand sick day guidelines*
- *Deal with stress*
- *Set small and achievable goals*

For dates and more information about Diabetes Self-Management, call Mary at 203-732-1137





Beware Connecticut of Medicare fraud during Medicare Open Enrollment

Open enrollment annually occurs from
October 15 to December 7

The Connecticut Senior Medicare Patrol (SMP) wants to remind you that open enrollment for Medicare Part D Advantage Plans starts soon!

Here's what to look out for..

- Beware of Phony Medicare Representatives – Pay attention to callers that sound like sales agents, even door to door sales agents.
- Centers for Medicare and Medicaid Services (CMS) does not employ sales representatives or calls with threats to terminate Medicare insurance coverage.
- Medicare will typically write Medicare beneficiaries as a form of communication.
- COVID increased phony agents – Phony agents will claim they are calling from some legitimate government agencies.

Beware Connecticut of Medicare fraud! If the offer sounds good. Do your research before creating long lasting financial hardships.

Contact your local CT SMP 800-994-9422 to report fraud, or errors, get fraud materials, volunteer with SMP, schedule group zoom presentations, or get more information about Agency on Aging South Central CT programs and Services. .

This project was supported, in part by grant number 90MPPG0044, from the U.S. Administration for Community Living, Department of Health and Human Services and is administered by the CT Department of Aging and Disability Services.

PUZZLE #7

"CAT"EGORY

L	U	A	W	R	E	T	A	C	A	T	B	O	A	T
V	C	W	K	T	L	E	T	A	C	N	U	R	T	N
Z	A	T	T	S	Y	L	A	T	A	C	Y	M	M	A
J	V	C	E	N	T	C	D	H	S	I	R	E	S	L
E	B	A	A	T	A	C	I	E	N	M	D	C	G	A
V	L	M	C	T	A	U	A	D	I	I	A	J	Y	T
S	O	T	E	A	E	C	I	R	C	T	A	I	W	A
E	T	C	T	C	T	C	O	A	A	F	E	E	E	C
K	H	A	A	A	A	I	T	L	T	T	T	T	R	Q
U	L	T	C	T	C	E	O	C	A	T	A	L	P	A
H	C	E	E	A	I	G	H	N	N	C	C	C	E	T
H	R	R	T	P	D	O	N	O	I	T	A	C	O	L
K	I	E	Y	U	B	C	N	D	A	C	L	L	L	L
R	N	R	A	L	A	X	E	J	O	P	P	B	C	A
A	P	W	H	T	E	D	O	H	T	A	C	V	P	A

CATECHU
 CATENA
 CATERER
 CATERWAUL
 CATHEDRAL
 CATHODE
 CATS
 CATTLE
 DEDICATE
 INDICATE
 LOCATE
 LOCATION
 MEDICATE
 PLACATE
 TRUNCATE

ABDICATE	CATANIA	VACATE
CATALAN	CATAPULT	VACATION
CATALOG	CATARACT	VOCATION
CATALPA	CATBOAT	
CATALYST	CATCH	

IMPORTANT:

It is extremely important that residents do not throw any food items outside their home or any other place on the property.

The DHA pays a lot of money to keep unwanted animals and insects from the apartments. Throwing food scraps outside is not acceptable and can cause harm to your neighbors, visitors and the property. If you would like to feed the birds or other wildlife, please do so at an area park where it is permitted.

Thank you for your cooperation!

PLEASE NOTE: IF ANY RESIDENTS ARE ADMITTED TO THE HOSPITAL, PLEASE INFORM THE OFFICE (203-735-6652) OR HAVE YOUR FAMILY DO SO. ALSO, PLEASE NOTIFY US UPON RETURN.

EMERGENCIES:

IF YOU OR ONE OF YOUR NEIGHBORS ARE HAVING AN EMERGENCY DURING NON-BUSINESS HOURS, CALL THE MAIN OFFICE AT 203-735-6652 AND THE ANSWERING SERVICE WILL ASSESS THE SITUATION AND WILL CONTACT THE MAINTENANCE DEPARTMENT IF IT IS A TIME-SENSITIVE MATTER.

IN THE EVENT OF A SUSPECTED FIRE, BURGLARY, ETC. PLEASE CALL 911!

PER MANAGEMENT: No one can have anyone living in their unit unless they are listed on their lease.

PLEASE NOTE: The Community Rooms at the three complexes are closed except for use of the Laundry Room, please make sure only one resident is using the machines at a time and practice safe distancing.

- Please be advised, if you are LOCKED OUT OF YOUR UNIT after hours, and/or on weekends, and if maintenance must come out, you will be

charged a \$60.00 fee. If you will be out of your apartment for more than three days, you must notify the main office. Furthermore, if you are having a guest stay overnight at your apartment, you must notify the office as well.

- Please be sure to place your trash in the dumpsters and/or garbage cans where they belong.
- Porches are not storage areas and must be cleared of excess items!
- LAUNDRY MACHINES: Please be mindful of the Laundry Rules that are posted in the laundry rooms. There has been laundry left in washers/dryers for extended periods of time, as well as lint left in the dryers. Please ensure that the next person doing laundry does not have to take care of your responsibility. Also, there is to be **no washing rugs** in the machines as pieces can break off and cause breakdowns.
- All **maintenance requests** need a "**Work Order**". If you need to place a work order, please call the Main Office at **(203)735-6652** Monday through Thursday from 8:30am to 12:00pm or 1:00-4:15 pm.
- If you have a **Report or Complaint**, please fill out the form located in the Community Room and bring it to the Main Office.

SMOKING POLICY:

There is **ABSOLUTELY NO SMOKING (including Medical Marijuana)** IN ANY OF THE UNITS AT ALL 3 COMPLEXES AND COMMUNITY ROOMS OF ANY KIND AND ESPECIALLY NO SMOKING WITH OXYGEN! Smoking is only allowed outside. Also, please remember to extinguish all cigarette butts before disposing of them **IN THE RECEPTACLE AND NOT ON THE GROUNDS!**

DHA

Days Worked	Hours Worked #1 Person	Hours Worked #2 Person	Hours Per Day	Hourly	Pay Per Day
Monday	8:30 - 1:30	11:30 - 4:30	10	\$19.00	\$190.00
Tuesday	8:30 - 1:30	11:30 - 4:30	10	\$19.00	\$190.00
Wednesday	8:30 - 1:30	11:30 - 4:30	10	\$19.00	\$190.00
Thursday	8:30 - 1:30	11:30 - 4:30	10	\$19.00	\$190.00
Friday	8:30 - 1:30	11:30 - 4:30	10	\$19.00	\$190.00
Sunday	CC Garbage		2.5	\$19.00	\$47.50
					<hr/>
					\$997.50
					Per Week
					X 52
					\$51,870.00
					Per Year

Two workers each 5 hours a day staggered times (see chart above), full coverage from 8:30am - 4:30pm.

On call for hours office was not available. **Emergency calls \$19.00 dollars per hour.**

CiCia Garbage put out Sunday and cans taken in on Monday's.

Clean community rooms at all 3 complexes and stairwells and elevator at Guardiano and Main Office

Apartment turnarounds - DHA maintenance (see attached list) determined and called plumber or flooring specialist if needed.

Ordered and picked up refrigerators from Lowe's, Locks from Calvert

Ordered paint and picked up from Alexanders, bought materials needed from Home Depot

Imagineer's

Days Worked	Hours Worked	Lunch	Hours Per Day	Hourly	Pay Per Day	
Monday	7:15am - 3:45pm	12:00pm - 12:30pm	8	\$54.00	\$432.00	
Tuesday	7:15am - 3:45pm	12:00pm - 12:30pm	8	\$54.00	\$432.00	
Wednesday	7:15am - 3:45pm	12:00pm - 12:30pm	8	\$54.00	\$432.00	
Thursday	7:15am - 3:45pm	12:00pm - 12:30pm	8	\$54.00	\$432.00	
Friday	7:15am - 3:45pm	12:00pm - 12:30pm	8	\$54.00	\$432.00	
Sunday	CC Garbage	12:00pm - 12:30pm	2	\$108.00	\$216.00	
					\$2,376.00	Per Week
					X 52	
					\$123,552.00	Per Year

One person 8 hours a day 7:15am - 3:45pm (see chart above) our hours are 8:30am - 4:30pm

On call for hours office was not available. **Emergency calls \$108.00 dollars per hour.**

Extra's

Supervisor Mike Mauro - checks on worker and calls out plumber, flooring specialist, painters etc. (not sure what he gets an hour) and how many hours he puts in for a week.

?	Per Week
X 52	
	Per Year

Ultimate Cleaning - cleans community rooms at 3 complexes 3 days per week and CiCia garbage once a week. At one point this should be taken over by Imagineer's.

\$290.00	Per Week
X 52	
\$15,080.00	Per Year

Outside Contractors - Painter's, Plumber's, Flooring Specialist's, Etc.

?	Per Week
X 52	
	Per Year



Imagineers Property Management, LLC
 635 Farmington Ave.
 Hartford, CT, 06105
 Phone: 860-768-3377

INVOICE

Reference Nbr.: AR013455-MAIN
 Date: 02-Oct-2020
 Due Date: 02-Oct-2020
 Customer ID: DERBYHA
 Terms: Due Upon Receipt

BILL TO:
 Derby Housing Authority
 101 West Fourth Street
 Derby CT 06418
 United States of America

WO# / APPT#	DATE	DESCRIPTION / COMMENT	EXT PRICE
		Please take out all trash from corrals and bring curbside	
		Service Address: 101 West Fourth Street	
001956-1	9/27/2020	Mauro, Michael A - 09/27/20- Mike Sr- removed all pails from corrals and cleaned up areas and brought dumpsters curbside	

Total Hours: 2.00

NOTE:	Sales Total:	216.00
	Tax Total:	0.00
	Discount Total:	0.00
	Total (USD):	216.00
	Current Balance:	216.00



Imagineers Property Management, LLC
 635 Farmington Ave.
 Hartford, CT, 06105
 Phone: 860-768-3377

INVOICE

Reference Nbr.: AR013460-MAIN
 Date: 02-Oct-2020
 Due Date: 02-Oct-2020
 Customer ID: DERBYHA
 Terms: Due Upon Receipt

BILL TO:
 Derby Housing Authority
 101 West Fourth Street
 Derby CT 06418
 United States of America

WO# / APPT#	DATE	DESCRIPTION / COMMENT	EXT PRICE
		Misc Maintenance Throughout the complex. Service Address: 101 West Fourth Street	
001774-38	9/28/2020	Kelmendi, Flamur - 24 Stygar #7920: screen door wasn't closing properly so I fixed the screen door. 16 Stygar#7921: Screen door handle was loose changed the handle put new one. Bathroom light was broken inside the socket, I removed the socket and replaced it and put three new lights bulbs. 9 Stygar#7922: side screen door not closing properly, I adjusted and works properly now. 94 West Fourth st #7923: Back burner in the stove wasn't working so I fixed it. There is still water dripping from the bathtub I couldn't fix it so need to call the plumber. 18 Anson st#7925: the front and the back drip pans needed to be replaced. I did replaced with new ones. Storm door screen needed to be replaced, they are broken. Went to Home Depot to buy the new screen for the door and need to replace tomorrow.	
001774-39	9/29/2020	Kelmendi, Flamur - Anson st - clean the dumpster and surrounding 23 Stygar#7926: the tenant wanted to check the carpet and asked for a new one, was very dirty and needs a new carpet. Window lock doesn't lock properly, can't be fixed for now because of the AC unit still in the window. 54 5th st#7929: the stove wasn't closing properly because was displayed so I had to fix it. 85 west 4th st#7928: needed installment for drip pans, two small and one big one needed to change. 18 Anson st#7925: replaced both doors screens.	
001774-40	9/30/2020	Kelmendi, Flamur - Anson, Guatdiano and Stygar: inspected all the fire alarms. Clean the dumpster and surroundings. Guardiano: clan the elevator and stairs.Fixed some wires that were hanging. Went to Home Depot to buy extation for the gutters for a job tomorrow.	

Total Hours: 24.00

NOTE:	Sales Total:	1,296.00
	Tax Total:	0.00
	Discount Total:	0.00
	Total (USD):	1,296.00
	Current Balance:	1,296.00

4



Imagineers Property Management, LLC
 635 Farmington Ave.
 Hartford, CT, 06105
 Phone: 860-768-3377

INVOICE

Reference Nbr.: AR013857-MAIN
 Date: 09-Oct-2020
 Due Date: 09-Oct-2020
 Customer ID: DERBYHA
 Terms: Due Upon Receipt

BILL TO:
 Derby Housing Authority
 101 West Fourth Street
 Derby CT 06418
 United States of America

WO# / APPT#	DATE	DESCRIPTION / COMMENT	EXT PRICE
		Misc Maintenance Throughout the complex. Service Address: 101 West Fourth Street	
001774-36	10/6/2020	Kelmendi, Flamur - 25 Guardiano #7943: after inspecting found out that electric panel was turned off so I turned it on. 22 Guardiano #7941: changed the light bulb in the hallway. Me, Mike and the inspector inspect all apartments in Anson st. Needed to find the valve to shut off the water, because the water company is coming on Thursday to shut water off for inspection.	
001774-37	10/7/2020	Kelmendi, Flamur - Guardiano.#7950: clean the garbage outside dumpster. Inspector came and Me and Him inspected all the apartments at Guardiano. 64 Fifth st # 7944: screen door didn't lock properly so I changed the lock on it.Chnged the caulking on the windows. Changed the bulb but still doesn't work so need electrician. Painted the rust spots on the right side of the toilet. 66 Fifth st: went to Home Depot bought the new valve and changed it. Work # 7953 Anson st: electrician came and fixed the problem.	
001774-41	10/1/2020	Kelmendi, Flamur - 12 Anson st#7938: Window was broken I had to take it out , fix it and put it back. Change the both lockers. Started cleaning Guardiano# 7936#: replaced 4 down spouts of the walkway area. Went to Home Depot to buy supplies. Allen orders the paint for 12 Anson st, so I went to pick it up in Ansonia.	

Total Hours: 24.00

NOTE:	Sales Total:	1,296.00
	Tax Total:	0.00
	Discount Total:	0.00
	Total (USD):	1,296.00
	Current Balance:	1,296.00



Imagineers Property Management, LLC
 635 Farmington Ave.
 Hartford, CT, 06105
 Phone: 860-768-3377

INVOICE

Reference Nbr.: AR013845-MAIN
 Date: 09-Oct-2020
 Due Date: 09-Oct-2020
 Customer ID: DERBYHA
 Terms: Due Upon Receipt

BILL TO:
 Derby Housing Authority
 101 West Fourth Street
 Derby CT 06418
 United States of America

WO# / APPT#	DATE	DESCRIPTION / COMMENT	EXT PRICE
		CICIA-#76- Strong smell of chemicals in unit Service Address: 101 West Fourth Street	
001978-1	10/2/2020	Mauro, Michael A - 10/02/20- Mike Sr-Went to property, met with tenant, reviewed concerns, smell was coming from heat on start up- Motor bed and furniture away from heater including all wires checked heater thoroughly for any debris that could be possibly burning. Smell went away believe it was dust burning on first start up, explain to tenant.	
		Cicia Manor trash pick up Service Address: 101 West Fourth Street	
001982-1	10/4/2020	Erzen, Nicholas - 10/4/20 removed all trash cans and brought to curb side	
		Multiple jobs Ref#7951 Service Address: 101 West Fourth Street	
001991-1	10/7/2020	Mauro, Michael A - 10/07/20- Mike Sr-Mike reviewed issues with Furnar on timer at CiCia ,Mike called in Electrician with explanation, Mike contacted and worked with engineer to review job, Mike did job updates and scheduling.	

Total Hours: 5.50

NOTE:	Sales Total:	405.00
	Tax Total:	0.00
	Discount Total:	0.00
	Total (USD):	405.00
	Current Balance:	405.00

4



Imagineers Property Management, LLC
 635 Farmington Ave.
 Hartford, CT, 06105
 Phone: 860-768-3377

INVOICE

Reference Nbr.: AR013854-MAIN
 Date: 09-Oct-2020
 Due Date: 09-Oct-2020
 Customer ID: DERBYHA
 Terms: Due Upon Receipt

BILL TO:
 Derby Housing Authority
 101 West Fourth Street
 Derby CT 06418
 United States of America

WO# / APPT#	DATE	DESCRIPTION / COMMENT	EXT PRICE
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Misc Maintenance Throughout the complex.

Service Address: 101 West Fourth Street

001774-35	10/5/2020	Kelmendi, Flamur - Clean ground around the dumpster and dumpster. Work # 7932 Annual inspection for all apartments at Stygar st. 7 Stygar st #7939; clean a rust build in the toilet and shower head. Clean all trusts on the outside of all windows. Clean the rust/ brown stain on the outside aluminum siding above the Unit. 12 Anson st: started cleaning the apartment.	
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Total Hours: 8.00

NOTE:

Sales Total: 432.00
 Tax Total: 0.00
 Discount Total: 0.00
 Total (USD): 432.00
 Current Balance: 432.00

4



Imagineers Property Management, LLC
 635 Farmington Ave.
 Hartford, CT, 06105
 Phone: 860-768-3377

INVOICE

Reference Nbr.: AR014070-HDCC
 Date: 30-Sep-2020
 Due Date: 30-Sep-2020
 Customer ID: DERBYHA
 Terms: Due Upon Receipt

BILL TO:
 Derby Housing Authority
 101 West Fourth Street
 Derby CT 06418
 United States of America

NO.	DESCRIPTION	EXTENDED PRICE
1	Home Depot materials purchase 9/8/2020 for work Flamur Kelmendi Degreaser, Floor finish, blings	156.99

Total Hours:

NOTE:

Sales Total: 156.99
 Tax Total: 0.00
 Discount Total: 0.00
 Total (USD): 156.99
 Current Balance: 156.99

4



Imagineers Property Management, LLC
 635 Farmington Ave.
 Hartford, CT, 06105
 Phone: 860-768-3377

INVOICE

Reference Nbr.: AR014098-HDCC
 Date: 28-Sep-2020
 Due Date: 28-Sep-2020
 Customer ID: DERBYHA
 Terms: Due Upon Receipt

BILL TO:
 Derby Housing Authority
 101 West Fourth Street
 Derby CT 06418
 United States of America

NO.	DESCRIPTION	EXTENDED PRICE
1	Home Depot materials purchase 9/09/2020 for work Flamur Kelmendi Floor striper/emulsifier, scour pad	33.93
2	Home Depot materials purchase 9/10/2020 for work Flamur Kelmendi Silver carpet trim, ceiling plate	34.21
3	Home Depot materials purchase 9/10/2020 for work Flamur Kelmendi 60W cylinder bulbs 2pk, Toilet seat	23.11
4	Home Depot materials purchase 9/14/2020 for work Flamur Kelmendi Black screen spline, Roller knife	14.17

Total Hours:

NOTE:

Sales Total: 105.42
Tax Total: 0.00
Discount Total: 0.00
Total (USD): 105.42
Current Balance: 105.42

4



Imagineers Property Management, LLC
 635 Farmington Ave.
 Hartford, CT, 06105
 Phone: 860-768-3377

INVOICE

Reference Nbr.: AR014208-MAIN
 Date: 16-Oct-2020
 Due Date: 16-Oct-2020
 Customer ID: DERBYHA
 Terms: Due Upon Receipt

BILL TO:
 Derby Housing Authority
 101 West Fourth Street
 Derby CT 06418
 United States of America

WO# / APPT#	DATE	DESCRIPTION / COMMENT	EXT PRICE
		Cicla Manor trash clean up Service Address: 101 West Fourth Street	
002000-1	10/11/2020	Erzen, Nicholas - 10/11/20 cleaned around all garage bins and brought trash and recycling to curb side for pick up	
		Various tasks for multiple complex's Service Address: 101 West Fourth Street	
002007-1	10/13/2020	Mauro, Michael A - 10/13/20- Mike Sr- Mike Met with 23 Stygar for trug and window replacement, took measurements and photos, Mike inspected window of 36 Stygar, Mike Met with unit 42 CeCla , issues handled with 1 Stygar, reviewed and sent out contract for engineers Guardiano, reviewed all with office and did a walk through with Flamur	

Total Hours: 4.00

NOTE:	Sales Total:	324.00
	Tax Total:	0.00
	Discount Total:	0.00
	Total (USD):	324.00
	Current Balance:	324.00

4



Imagineers Property Management, LLC
 635 Farmington Ave.
 Hartford, CT, 06105
 Phone: 860-768-3377

INVOICE

Reference Nbr.:	AR014215-MAIN
Date:	16-Oct-2020
Due Date:	16-Oct-2020
Customer ID:	DERBYHA
Terms:	Due Upon Receipt

BILL TO:
 Derby Housing Authority
 101 West Fourth Street
 Derby CT 06418
 United States of America

WO# / APPT#	DATE	DESCRIPTION / COMMENT	EXT PRICE
Misc Maintenance Throughout the complex.			
Service Address: 101 West Fourth Street			
001774-42	10/8/2020	Kelmendi, Flamur - 9 Stygar st #7952: clean the kitchen drain and tightened the faucet. 4 Anson st #7954: fixed the problem. 11 Guardiano # 7955: the leaking was somewhere else but I did fixed the problem. #7937: assisted with shutting down the water lines for the Regional Water Authority line inspection at Cicia Manor.	
001774-43	10/9/2020	Kelmendi, Flamur - 32 Fifth st #7960: changed the valve, went to Home Depot and I bought a new valve. Order # 7959: removed both AC units at Community Room and Joan's room. 13 Guardiano# 7958: I put the snake and clean the sink drainage.its draining now. Main Office #7956; Turn on the Heat on all three sites. Order # 7945: I started power washing at Stygar Terrace. I went to gas station to buy gas for the power wash .	
001774-45	10/13/2020	Kelmendi, Flamur - 92 W.Fourth st #7966: checked the panel and the battery of the remote was dead, change the battery. 34 Stygar Terrace #7965: change the bulb 42 W. Fourth st # 7962: changed the one of the burners and all the covers. 46 W. Fourth st # 7963: fixed the locker on the door and changed the light bulb. 29 Guardiano #7961: changed the bulb and fixed the handle at the door.	
001774-46	10/14/2020	Kelmendi, Flamur - Cicia: clean the ground 14 Guardiano # 7967: changed the light bulb Stygar # 7959: removed the AC unit from Joan's office Stygar # 7945: went to Home Depot to buy a solution for the power wash and power washed half of the Unit's exterior	
Unit - 12 Cicia - Paint Entire Unit			
Service Address: 101 West Fourth Street			
001984-1	10/14/2020	Dean, Martin - Sanded ceilings and walls in entire unit, also took all light and plug plates off. Patched crack in kitchen ceiling and living room wall also hole dents and dings in all walls in unit. Then caulked large crack above cabinets that went length of wall. Laid out drop cloths. Cut ceiling line in bedroom and bathroom then rolled out bathroom ceiling then half of bedroom ceiling before whatever was on ceilings and walls started bleeding through paint. So Kilzed all ceilings and walls. Except bathroom.	

Total Hours: 40.00

NOTE:	Sales Total: 2,160.00 Tax Total: 0.00 Discount Total: 0.00 Total (USD): 2,160.00 Current Balance: 2,160.00
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Imagineers Property Management, LLC
 635 Farmington Ave.
 Hartford, CT, 06105
 Phone: 860-768-3377

INVOICE

Reference Nbr.: AR014374-MAIN
 Date: 23-Oct-2020
 Due Date: 23-Oct-2020
 Customer ID: DERBYHA
 Terms: Due Upon Receipt

BILL TO:
 Derby Housing Authority
 101 West Fourth Street
 Derby CT 06418
 United States of America

WO# / APPT#	DATE	DESCRIPTION / COMMENT	EXT PRICE
		Misc Maintenance Throughout the complex.	
		Service Address: 101 West Fourth Street	
001774-51	10/21/2020	Kelmendi, Flamur - 42 W.Fourth st #7976: changed the tap water group, in both bathroom faucet and sink. 21 Guatdiano # 7982: fixed the problem Stygar : reset the lights 4 Guardiano : leak in the sink I tried with the snake and used the plumber liquid and problem is fixed. 12 Anson st : clean the AC unit filter	

Total Hours: 8.00

NOTE:	Sales Total:	432.00
	Tax Total:	0.00
	Discount Total:	0.00
	Total (USD):	432.00
	Current Balance:	432.00



Imagineers Property Management, LLC
 635 Farmington Ave.
 Hartford, CT, 06105
 Phone: 860-768-3377

INVOICE

Reference Nbr.: AR014370-MAIN
 Date: 23-Oct-2020
 Due Date: 23-Oct-2020
 Customer ID: DERBYHA
 Terms: Due Upon Receipt

BILL TO:
 Derby Housing Authority
 101 West Fourth Street
 Derby CT 06418
 United States of America

WO# / APPT#	DATE	DESCRIPTION / COMMENT	EXT PRICE
		Misc Maintenance Throughout the complex.	
		Service Address: 101 West Fourth Street	
001774-47	10/15/2020	Kelmendi, Flamur - Order # 7969: adjust the outside lights to turn on at 6:15pm Stygar # 7945: continue power washing	
001774-48	10/16/2020	Kelmendi, Flamur - 14 Stygar 7871; toilet fixed, use the plunger 62 Fifth st #7973: try to fix the problem but I couldn't so Mike will call the plumber 92 West Fourth st #7972: tried to fix it but I couldn't so Mike will call the company Stygar Terrace : finished the power washing in all Unit exterior	
001774-49	10/19/2020	Kelmendi, Flamur - Anson st Cicia: clean the grounds. Apartment 12 Anson st: clean the cabinets stove. window glasses. Guardiano: apartment 20: change the faucet Guardiano. Apartment 8 : have a leaking in the ceiling, fixed the problem.	
001774-50	10/20/2020	Kelmendi, Flamur - 8 Guardiano #7978: fixed the problem 20 Guardiano 7977: Changed the faucet 1 Guardiano #7980: used the snake to fix it 24 Guardiano #7979: replaced the plastic inside the toilet flusher. Cleaned the AC heating filters in both rooms and cleaned them. Take out the ceiling fan and cleaned them and install them back. I did put a nail for the picture. 13 Guardiano 7981: used the snake and the problem is fixed	

54.00 per hour?

Total Hours: 32.25

NOTE:

Sales Total: 1,741.50
Tax Total: 0.00
Discount Total: 0.00
Total (USD): 1,741.50
Current Balance: 1,741.50



Imagineers Property Management, LLC
 635 Farmington Ave.
 Hartford, CT, 06105
 Phone: 860-768-3377

INVOICE

Reference Nbr.: AR014361-MAIN
 Date: 23-Oct-2020
 Due Date: 23-Oct-2020
 Customer ID: DERBYHA
 Terms: Due Upon Receipt

BILL TO:
 Derby Housing Authority
 101 West Fourth Street
 Derby CT 06418
 United States of America

WO# / APPT#	DATE	DESCRIPTION / COMMENT	EXT PRICE
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Unit - 12 CiCia - Paint Entire Unit

Service Address: 101 West Fourth Street

001984-2	10/15/2020	Dean, Martin - Laid out drop cloths. Cut ceiling line in bedroom, living room/ kitchen. Then rolled out ceilings with white finish paint. Cut and rolled out walls in bedroom and bedroom closet, bathroom, living room/ kitchen. Started painting trim in bedroom.	
001984-3	10/16/2020	Dean, Martin - Washed all doors trim and windows. Painted all doors trim and windows. Also painted all baseboard heater's. Cleaned kitchen counter and sink, then loaded up truck.	
001984-5	10/15/2020	Lipschitz, George -	
001984-6	10/16/2020	Lipschitz, George -	

Mike Sr- To do multiple tasks needed for the day

Service Address: 101 West Fourth Street

001986-1	10/6/2020	Mauro, Michael A - 10/06/20- Mike Sr- CiCia Manner-Ref# 7951-Mike Met with Flamour and Inspector and did walk-through of all apartments, Mike knocked on doors and distinguished which units throughout complex have building shut offs for water co inspection on Thursday, Mike Met with Ellen & Diana for updates, etc. Mike inspected fall issue at Stygar and took photos, Mike called trash co for recycling containers, Mike called in wo's to office, Mike reviewed issues with tenant at #23 Stygar for rug, window and trip issues. Mike reviewed work to be done and listed for tun around in #12 CiCia.	
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Please bring all trash from corrals to curbside

Service Address: 101 West Fourth Street

002015-1	10/18/2020	Mauro, Michael A - 10/18/20- Mike Sr- Mike took all trash from all corrals and brought to curbside	
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Please work with electric co for upgrades to service at Stygar

Service Address: 101 West Fourth Street

002016-1	10/17/2020	Mauro, Michael A - 10/17/20- Mike Sr- Met with electric co, went door to door for every unit, assisted Electric co as needed, went door to door once completed to verify everyone had power	
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266.00
done by noon

Total Hours: 45.00

NOTE:	Sales Total:	2,781.00
	Tax Total:	0.00
	Discount Total:	0.00
	Total (USD):	2,781.00
	Current Balance:	2,781.00

4



Imagineers Property Management, LLC
 635 Farmington Ave.
 Hartford, CT, 06105
 Phone: 860-768-3377

INVOICE

Reference Nbr.: AR014439-HDCC
 Date: 26-Oct-2020
 Due Date: 26-Oct-2020
 Customer ID: DERBYHA
 Terms: Due Upon Receipt

BILL TO:
 Derby Housing Authority
 101 West Fourth Street
 Derby CT 06418
 United States of America

NO.	DESCRIPTION	EXTENDED PRICE
1	Home Depot materials purchase 9/22/2020 for work Flamur Kelmendi WS Tape, crown staple	39.75
2	Home Depot materials purchase 9/21/2020 for work Flamur Kelmendi 15W linear tube bulb	36.56
3	Home Depot materials purchase 9/21/2020 for work Flamur Kelmendi Elite door weatherseal	68.49

Total Hours:

Sales Total: 144.80
Tax Total: 0.00
Discount Total: 0.00
Total (USD): 144.80
Current Balance: 144.80

NOTE:

41



Imagineers Property Management, LLC
 635 Farmington Ave.
 Hartford, CT, 06105
 Phone: 860-768-3377

INVOICE

Reference Nbr.: AR014610-HDCC
 Date: 27-Oct-2020
 Due Date: 27-Oct-2020
 Customer ID: DERBYHA
 Terms: Due Upon Receipt

BILL TO:
 Derby Housing Authority
 101 West Fourth Street
 Derby CT 06418
 United States of America

NO.	DESCRIPTION	EXTENDED PRICE
1	Home Depot materials purchase 9/30/2020 for work Flamur Kelmendi Flex-grate downspouts	25.44
2	Home Depot materials purchase 9/28/2020 for work Flamur Kelmendi Black Spline, Extra strength screen, softsoap	57.56

Total Hours:

NOTE:	Sales Total:	83.00
	Tax Total:	0.00
	Discount Total:	0.00
	Total (USD):	83.00
	Current Balance:	83.00

4



Imagineers Property Management, LLC
 635 Farmington Ave.
 Hartford, CT, 06105
 Phone: 860-768-3377

INVOICE

Reference Nbr.: AR014750-MAIN
 Date: 30-Oct-2020
 Due Date: 30-Oct-2020
 Customer ID: DERBYHA
 Terms: Due Upon Receipt

BILL TO:
 Derby Housing Authority
 101 West Fourth Street
 Derby CT 06418
 United States of America

WO# / APPT#	DATE	DESCRIPTION / COMMENT	EXT PRICE
		Misc Maintenance Throughout the complex.	
		Service Address: 101 West Fourth Street	
001774-52	10/22/2020	Kelmendi, Flamur - Community Room #7988: Refilled paper towels in the ladies room 85 W.Fourth st # 7986: changed the light bulbs in the apartment and neighbors apartment. 4 Guardiano #7987: used the snake and declocker liquid and the problem it's fixed. Stugar # 7984: I reset the light timer , Mike was present too. 12 Anson : clean the kitchen cabinets Went to Home Depot to buy blinds for apartment 12 Anson st, and bought Dramomax for the apartment 4 Guardiano.	

Total Hours: 8.25

NOTE:	Sales Total:	445.50
	Tax Total:	0.00
	Discount Total:	0.00
	Total (USD):	445.50
	Current Balance:	445.50



Imagineers Property Management, LLC
 635 Farmington Ave.
 Hartford, CT, 06105
 Phone: 860-768-3377

INVOICE

Reference Nbr.: AR014744-MAIN
 Date: 30-Oct-2020
 Due Date: 30-Oct-2020
 Customer ID: DERBYHA
 Terms: Due Upon Receipt

BILL TO:
 Derby Housing Authority
 101 West Fourth Street
 Derby CT 06418
 United States of America

WO# / APPT#	DATE	DESCRIPTION / COMMENT	EXT PRICE
		Unit #6 Lakeview terrace	
		Service Address: 101 West Fourth Street	
002036-1	10/25/2020	Erzen, Nicholas - 10/25/20 ran a diagnostic test on fridge tested power, thermostat looked at fan and condenser unit and coils after test concluded it's a gear actuated relay that's damaged and not allowing expansion valve to operate correct. I then got ice and coolers to keep foods good for the night for a temporary fix until new unit can be installed.	
		Note... I'm addressing this information to Mike Mauro so he can set up arrangements for the fridge install.	
		Emergency Service Labor 2X	
		Service Address: 101 West Fourth Street	
002037-1	10/25/2020	Erzen, Nicholas - 10/25/20 cleaned around all recycling and garbage cans and brought bins to curb side	

Total Hours: 4.00

Sales Total: 432.00
 Tax Total: 0.00
 Discount Total: 0.00
 Total (USD): 432.00
 Current Balance: 432.00

NOTE:



Imagineers Property Management, LLC
 635 Farmington Ave.
 Hartford, CT, 06105
 Phone: 860-768-3377

INVOICE

Reference Nbr.: AR014753-MAIN
 Date: 30-Oct-2020
 Due Date: 30-Oct-2020
 Customer ID: DERBYHA
 Terms: Due Upon Receipt

BILL TO:
 Derby Housing Authority
 101 West Fourth Street
 Derby CT 06418
 United States of America

WO# / APPT#	DATE	DESCRIPTION / COMMENT	EXT PRICE
		Misc Maintenance Throughout the complex. Service Address: 101 West Fourth Street	
001774-54	10/26/2020	Kelmendi, Flamur - 50 Fifth st # 7990: Went to Home Depot and bought some screws and light bulbs. Used the screws and fixed the problem. 83 Fourth st #7989: was a leak coming from under the bathroom sink, fixed the leak. 46 West Fourth st# 7975: living room light and kitchen over the sink were out so I changed the bulbs. Clean the shed at the Cicia because electrician is coming. Installed the blinds at 12 Anson st	
001774-56	10/27/2020	Boutwell, James - Clean stove and bathroom exhaust fan in unit 12 CNC minor cleaned AC heat unit and change the batteries in the remote on for Hanson Street replace two exterior door locks at 31 Stygar Terrace	
001774-57	10/28/2020	Boutwell, James - Remove screen window and install storm window 18 Anderson Street replace burnt out outside light install new lightbulb for 55th St. inspected the ceiling in the bathroom of eight Gardenia to see what is to be there German to be to finish the job. Period Remove screen window and install storm window 18 Anderson Street replace burnt out outside light installed new lightbulb for 55th St. inspected the ceiling in the bathroom of eight Gardenia to see what is to be there at German to bed to finish the job. Period checked all the bathrooms in the common areas and replaced replacement	

Total Hours: 24.00

NOTE:

Sales Total: 1,296.00
Tax Total: 0.00
Discount Total: 0.00
Total (USD): 1,296.00
Current Balance: 1,296.00

HOUSING AUTHORITY CITY OF DERBY

30 Elizabeth St. 2nd fl.
P.O. Box 843
Derby, CT 06418
(203)735-6652 Telephone
(203)734-0204 Fax

Board of Commissioners
Linda Fusco, Chairperson
Adam Pacheco, Vice Chairman
Kathleen Ducharme, Secretary
Robert Lisi, Treasurer

SUBSIDIZED HOUSING AUTHORITY REPORT MONTH OF OCTOBER, 2020

STATE ELDERLY SITES

STYGAR TERRACE

No Vacancies

Resident Concerns:

CICIA MANOR

#12 Vacant

Resident Concerns:

LAKEVIEW APARTMENT

#18 Vacant - Fire

Resident Concerns

MISCELLANEOUS

1. Paid vouchers and bills are available for review.

Derby Housing Authority

Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 10/1/2020 Thru: 10/30/2020, 3) Program: Revolving Fund

Check Name	SSN / TIN	Check Address	Print 1099
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Advantage Payroll Services		29 Taylor Ave Bethel CT 06801		No				
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period Description	Amount	Void	Doc Total
10/07/2020		INV		Payroll date 10/7/2020	10/20 Payroll date 10/7/2020	\$3,412.29		\$3,412.29
10/14/2020		INV		Payroll date 10/14/2020	10/20 Payroll date 10/14/2020	\$3,322.78		\$3,322.78
10/21/2020		INV		Payroll date 10/21/2020	10/20 Payroll date 10/21/2020	\$3,299.35		\$3,299.35
10/28/2020		INV		Payroll date 10/28/2020	10/20 Payroll date 10/28/2020	\$3,150.58		\$3,150.58
Totals For Vendor: Advantage Payroll Services								\$13,185.00

Aflac		Aflac Worldwide Headquarters 1932 Wynnton Road Columbus GA 31999		No				
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period Description	Amount	Void	Doc Total
10/01/2020	5477	CHK	466547	Acct. DHW16- Ellen O	09/20 Acct. DHW16- Ellen Oc	\$237.60		\$237.60
Totals For Vendor: Aflac								\$237.60

Alexanders Hardware		44 Pershing Drive Ansonia CT 06401		No				
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period Description	Amount	Void	Doc Total
10/01/2020	5478	CHK		Paint for A/T	09/20 Paint for A/T	\$87.88		\$87.88
Totals For Vendor: Alexanders Hardware								\$87.88

Buck Electric LLC		83-2837951 58 Ward St Unit: 1 Naugatuck CT 06770		Yes				
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period Description	Amount	Void	Doc Total
10/01/2020	5479	CHK	1136	#10 Guardiano repara	09/20 #10 Guardiano repaired	\$102.26		\$102.26
			1137	#8 Stygar replaced bal	09/20 #8 Stygar replaced ball	\$132.34		\$132.34
Totals For Vendor: Buck Electric LLC								\$234.60

Calvert Safe & Lock Ltd		06-1064817 300 Roosevelt Drive Derby CT 06418		No				
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period Description	Amount	Void	Doc Total
10/01/2020	5480	CHK	143424	Keys made	09/20 Keys made	\$7.00		\$7.00
			143266	Keys made	09/20 Keys made	\$6.30		\$6.30
			143720	Keys made	09/20 Keys made	\$2.10		\$2.10
			143104	Locks for #18 and #8	09/20 Locks for #18 and #8 St	\$118.40		\$118.40
Totals For Vendor: Calvert Safe & Lock Ltd								\$133.80

Chiaro's Carpet		048-58-1451 26 Clifton Ave. Ansonia CT 06401		Yes				
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period Description	Amount	Void	Doc Total
10/01/2020	5481	CHK	18103GC	Installed Carpet, cut d	09/20 Installed Carpet, cut do	\$2,404.96		\$2,404.96
			2020730J	Installed carpet, vinyl f	09/20 Installed carpet, vinyl flo	\$1,865.83		\$1,865.83
Totals For Vendor: Chiaro's Carpet								\$4,270.79

City Of Derby - Finance Department		1 Elizabeth Street Derby CT 06418		No				
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period Description	Amount	Void	Doc Total
10/01/2020	5482	CHK		Medical Diana Prieto	10/20 Medical Diana Prieto	\$959.23		\$959.23
				Medical Ellen Oczkow	10/20 Medical Ellen Oczkows	\$959.23		\$959.23
				Medical Laura Wabno	10/20 Medical Laura Wabno	\$959.23		\$959.23
Totals For Vendor: City Of Derby - Finance Department								\$2,877.69

Comcast		P O Box 70219 Philadelphia PA 19176-0219		No				
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period Description	Amount	Void	Doc Total
10/01/2020	5483	CHK		Acct. 8773402130361	09/20 Acct. 87734021303617	\$220.43		\$220.43
Totals For Vendor: Comcast								\$220.43

Derby Housing Authority Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 10/1/2020 Thru: 10/30/2020, 3) Program: Revolving Fund

Check Name	SSN / TIN	Check Address	Print 1099						
Comcast		P O Box 70219 Philadelphia PA 19176-0219	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
10/01/2020	5484	CHK		Acct. 8773402130229	09/20	Acct. 87734021302299	\$149.52		\$149.52
Totals For Vendor: Comcast									\$149.52
Comcast		P O Box 70219 Philadelphia PA 19176-0219	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
10/01/2020	5485	CHK		CC community room	09/20	CC community room	\$47.56		\$47.56
Totals For Vendor: Comcast									\$47.56
Comcast		P O Box 70219 Philadelphia PA 19176-0219	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
10/01/2020	5486	CHK		Acct. 8773402130020	09/20	Acct. 87734021300209	\$696.41		\$696.41
Totals For Vendor: Comcast									\$696.41
Comcast		P O Box 70219 Philadelphia PA 19176-0219	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
10/01/2020	5487	CHK		Acct. 8773402130020	09/20	Acct. 87734021300208	\$928.59		\$928.59
Totals For Vendor: Comcast									\$928.59
Comcast		P O Box 70219 Philadelphia PA 19176-0219	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
10/01/2020	5488	CHK		Acct.87734021300209	09/20	Acct.877340213002093	\$835.73		\$835.73
Totals For Vendor: Comcast									\$835.73
Eversource		PO Box 56004 Boston MA 02205-6004	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
10/01/2020	5489	CHK		Acct.57828025064- Of	09/20	Acct.57828025064- Offi	\$16.00		\$16.00
Totals For Vendor: Eversource									\$16.00
Eversource		PO Box 56004 Boston MA 02205-6004	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
10/01/2020	5490	CHK		Acct.57888560075 - S	09/20	Acct.57888560075 - Sty	\$342.74		\$342.74
Totals For Vendor: Eversource									\$342.74
Flik's Enterprises, LLC		81-0967049 5 Old Country Road Oxford CT 06478	Yes						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
10/01/2020	5491	CHK	4428	Stygar landscaping C	10/20	Stygar landscaping Con	\$800.00		\$2,700.00
			4422	CC Landscaping mont	10/20	CC Landscaping monthl	\$1,000.00		
			4423	Guardiano landscapin	10/20	Guardiano landscaping	\$900.00		
Totals For Vendor: Flik's Enterprises, LLC									\$2,700.00
FRONTIER		P O Box 740407 Cincinnati OH 45274-0407	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
10/01/2020	5492	CHK		Guardiano elevator ph	09/20	Guardiano elevator pho	\$97.94		\$97.94
Totals For Vendor: FRONTIER									\$97.94
FRONTIER - Stygar		PO Box 45274 Cincinnati OH 45274-0407	No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
10/01/2020	5493	CHK		Acct 203-736-8946-02	09/20	Acct 203-736-8946-022	\$95.73		\$95.73
Totals For Vendor: FRONTIER - Stygar									\$95.73

Derby Housing Authority Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 10/1/2020 Thru: 10/30/2020, 3) Program: Revolving Fund

Check Name	SSN / TIN	Check Address	Print 1099
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Home Depot Credit Services	06-1386713	Dept. 32-2504992060 Po Box 78047 Phoenix AZ 85062-8047	No
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Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
10/01/2020	5494	CHK		Acct. 6035322504992	09/20	Acct. 60353225049920	\$163.69		\$163.69

Totals For Vendor: Home Depot Credit Services **\$163.69**

Imagineers LLC	06-1386713	635 Farmington Ave Hartford CT 06105	Yes
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Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
10/01/2020	5495	CHK	10012020	Admin fees earned 20	10/20	Admin fees earned 200	\$14,045.46		\$14,045.46

Totals For Vendor: Imagineers LLC **\$14,045.46**

Imagineers Property Mgmt	06-1637912	635 Farmington Ave Hartford CT 06105	Yes
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Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
10/01/2020	5496	CHK	AR012005 MAIN	W/O 8/27/2020 to 9/2/2020	09/20	W/O 8/27/2020 to 9/2/2020	\$2,106.00		
			AR011997	CC Garbage put out to	09/20	CC Garbage put out to	\$270.00		
			AR012228 MISC	Home Depot reimbursement for 7/1	09/20	Home Depot reimbursement for 7/17/	\$34.82		
			AR012338	W/O's 9/3,4,8,/2020	09/20	W/O's 9/3,4,8,/2020	\$1,728.00		
			AR012330	9/4/2020 #26 G Locko	09/20	9/4/2020 #26 G Lockout	\$432.00		
			AR012376H DCC	Material bought by Flamur from Imaginee	09/20	Material bought by Flamur from Imagineer'	\$173.39		
			AR012625M AIN	9/13/2020 CC garbage put out on cu	09/20	9/13/2020 CC garbage put out on curbs	\$216.00		
			AR012638 MAIN	W/O 9/10/2020- 9/14/2020	09/20	W/O 9/10/2020- 9/14/2020	\$1,296.00		
			AR012635 MAIN	W/O 9/15-16/20250	09/20	W/O 9/15-16/20250	\$864.00		
			AR012717H SCC	Home Depot materials bought by Flamur	09/20	Home Depot materials bought by Flamur	\$250.14		
			AR012811M AIN	W/O 9/21/2020 and 9/22/2020	09/20	W/O 9/21/2020 and 9/22/2020	\$864.00		
			AR012866	Home Depot reimburs	09/20	Home Depot reimburse	\$203.94		
			AR012805 MAIN	CC 9/25/2020 garbage put on curbs	09/20	CC 9/25/2020 garbage put on curbs	\$297.00		
			AR012809 MAIN	W/O 9/17-18/2020	09/20	W/O 9/17-18/2020	\$864.00		
			AR012899 HDCC	Materials bought 8/13- 20/2020	09/20	Materials bought 8/13- 20/2020	\$277.31		
			AR013093H DCC	Reimbursement for Home Depot maintena	09/20	Reimbursement for Home Depot maintenanc	\$160.13		\$10,036.73

Totals For Vendor: Imagineers Property Mgmt **\$10,036.73**

Jacozzi Plumbing & Cooling LLC	06-1550461	24 Sweetbrier Lane Monroe CT 06468	Yes
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Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
10/01/2020	5497	CHK	100641	#25 Guardiano - Apart	09/20	#25 Guardiano - Apartm	\$3,495.04		
			100654	#8 Guardiano Repaire	09/20	#8 Guardiano Repaired	\$493.00		
			100655	#90 CC Repaired A/C	09/20	#90 CC Repaired A/C u	\$485.00		
			100656	#96 Repaired A/C unit	09/20	#96 Repaired A/C unit	\$479.00		
			100657	#6 Guardiano Repaire	09/20	#6 Guardiano Repaired	\$874.67		
			100665	#13 Guardiano repaire	09/20	#13 Guardiano repaired	\$482.00		
			100674	#20 CC Repaired wat	09/20	#20 CC Repaired water	\$2,492.85		
			100675	#8 Stygar A/T Provide	09/20	#8 Stygar A/T Provided	\$3,185.00		
			100683	Provided and installed	09/20	Provided and installed k	\$796.33		

Derby Housing Authority

Vendor Payment History Report

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Check Name	SSN / TIN	Check Address	Print 1099
		100685 #16 Guardiano repara 09/20 #16 Guardiano repaired	\$368.00
		100693 #26 CC serviced A/C 09/20 #26 CC serviced A/C un	\$490.00
		100703 #20 CC Repaired A/C 09/20 #20 CC Repaired A/C u	\$378.00
		100705 #1 Guardiano Emerge 09/20 #1 Guardiano Emergen	\$477.50
Totals For Vendor: Jacozzi Plumbing & Cooling LLC			\$14,496.39

Janet S Wortman CPA LLC 57-1137946 P O Box 42 Harwinton CT 06791			Yes						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
10/01/2020	5498	CHK		Accounting services fo	09/20	Accounting services for	\$531.25		
				Accounting services fo	09/20	Accounting services for	\$500.00		\$1,031.25
Totals For Vendor: Janet S Wortman CPA LLC									\$1,031.25

Management Computer Services, Inc. PO Box 523 Sparta WI 54656-0523			No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
10/01/2020	5499	CHK		Website hosting fee O	09/20	Website hosting fee Oct	\$150.00		\$150.00
Totals For Vendor: Management Computer Services, Inc.									\$150.00

Merf - Employee State Of Ct-Comptroller-Merf 165 Capitol Avenue Hartford CT 06106			No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
10/01/2020	5500	CHK		Employer contribution	09/20	Employer contribution E	\$210.83		
				Employee deduction L	09/20	Employee deduction La	\$136.50		
				Employee deduction	09/20	Employee deduction Di	\$103.12		\$450.45
10/29/2020	0	ZCA		Employee contribution	10/20	Employee contribution f	\$81.90		
				Employee contribution	10/20	Employee contribution f	(\$81.90)		\$0.00
Totals For Vendor: Merf - Employee									\$450.45

Merf - Employer State Of Ct-Comptroller-Merf 165 Capitol Avenue Hartford CT 06106			No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
10/01/2020	5501	CHK		Employer contribution	09/20	Employer contribution f	\$2,072.09		\$2,072.09
Totals For Vendor: Merf - Employer									\$2,072.09

Pitney Bowes P O Box 371896 Pittsburgh PA 15250			No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
10/01/2020	5502	CHK	1016439337	Rental of postage mac	09/20	Rental of postage mach	\$75.00		\$75.00
Totals For Vendor: Pitney Bowes									\$75.00

Quisenberry Arcari Malik LLC 06-1533908 195 Scott Swamp Rd Farmington CT 06032			No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
10/01/2020	5503	CHK	12875	Project 1928 CC Acce	09/20	Project 1928 CC Acces	\$2,375.99		\$2,375.99
Totals For Vendor: Quisenberry Arcari Malik LLC									\$2,375.99

ReadyRefresh P.O. Box 856192 Louisville KY 40285-6192			No						
Pay Date	Pay Num	Pay Type	Inv Num	Invoice Description	Period	Description	Amount	Void	Doc Total
10/01/2020	5504	CHK	2010010673 192	Water for office	09/20	Water for office	\$66.55		\$66.55
Totals For Vendor: ReadyRefresh									\$66.55

Derby Housing Authority

Vendor Payment History Report

Filter Criteria Includes: 1) Type: Payment History, 2) Date Range From: 10/1/2020 Thru: 10/30/2020, 3) Program: Revolving Fund

Check Name	SSN / TIN	Check Address								Print 1099
Regional Water Authority - 191		90 Sargent Drive New Haven CT 06511							No	
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
10/01/2020	5505	CHK		Acct. 211142435 Fire	09/20	Acct. 211142435 Fire s	\$474.92		\$474.92	
Totals For Vendor: Regional Water Authority - 191									\$474.92	
Regional Water Authority - Elderly		90 Sargent Drive New Haven CT 06511							No	
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
10/01/2020	5506	CHK		Acct. 211142369- Gua	09/20	Acct. 211142369- Guar	\$852.42		\$2,175.07	
				Acct. 211142211 -Sty	09/20	Acct. 211142211 -Styga	\$1,322.65			
Totals For Vendor: Regional Water Authority - Elderly									\$2,175.07	
Reliable Technologies, LLC		33-1005778 49 Ford St. Ansonia CT 06401							Yes	
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
10/01/2020	5507	CHK	20-2218	Toners for Ellen's print	09/20	Toners for Ellen's printe	\$452.39		\$983.89	
			202247	Monthly contracted se	10/20	Monthly contracted serv	\$485.00			
			20-2245	Monthly hosted excha	10/20	Monthly hosted exchan	\$46.50			
Totals For Vendor: Reliable Technologies, LLC									\$983.89	
Ricoh USA, Inc. - Copies		P.O. Box 827577 Philadelphia PA 19182-7577							No	
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
10/01/2020	5508	CHK	5060304718	Additional copies	09/20	Additional copies	\$94.91		\$94.91	
Totals For Vendor: Ricoh USA, Inc. - Copies									\$94.91	
Ricoh USA, Inc. - Rental		P.O. Box 41564 Philadelphia PA 19101-1564							No	
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
10/01/2020	5509	CHK	104070582	Rental of copier	09/20	Rental of copier	\$190.98		\$190.98	
Totals For Vendor: Ricoh USA, Inc. - Rental									\$190.98	
Southern Connecticut Fire Extinguisher		167 Cherry Street #270 Milford CT 06460							No	
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
10/01/2020	5510	CHK	17228	checked fire extinguis	09/20	checked fire extinguishe	\$350.00		\$350.00	
Totals For Vendor: Southern Connecticut Fire Extinguisher									\$350.00	
Team Inc		06-0835182 30 Elizabeth St Derby CT 06418							No	
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
10/01/2020	5511	CHK		October 2020 rent	10/20	October 2020 rent	\$771.67		\$936.59	
				October 2020 Utilities	10/20	October 2020 Utilities el	\$164.92			
Totals For Vendor: Team Inc									\$936.59	
The United Illuminating Company		P O Box 1850 New Haven CT 06508-1850							No	
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
10/01/2020	5512	CHK	010-0001031 -4572	#18 Stygar final bill	09/20	#18 Stygar final bill	\$15.46		\$39.03	
				Acct. 010-0001697-02	09/20	Acct. 010-0001697-027	\$23.57			
Totals For Vendor: The United Illuminating Company									\$39.03	

Derby Housing Authority Vendor Payment History Report

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Check Name	SSN / TIN	Check Address	Print 1099							
The United Illuminating Company			P O Box 1564 New Haven CT 06506-0901				No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
10/01/2020	5513	CHK		Acct.010-0000911-97	09/20	Acct.010-0000911-9750	\$129.19		\$129.19	
Totals For Vendor: The United Illuminating Company									\$129.19	
Treasurer-State of CT			DESPP-SPBI 1111 Country Club Rd Middletown CT 06457-2389				No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
10/01/2020	5514	CHK		Police checks for Elde	09/20	Police checks for Elderl	\$825.00		\$825.00	
Totals For Vendor: Treasurer-State of CT									\$825.00	
Ultimate Cleaning			06-1507077 P.O. Box 712 Orange CT 06477				Yes			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
10/01/2020	5515	CHK		Invoice 3595 Cleaning	09/20	Cleaning all 3 communit	\$1,170.00			
				Invoice 3595 CC garb	09/20	Invoice 3595 CC garba	\$80.00		\$1,250.00	
Totals For Vendor: Ultimate Cleaning									\$1,250.00	
Verizon Wireless			P.O. Box 15062 Albany NY 12212-5062				No			
<i>Pay Date</i>	<i>Pay Num</i>	<i>Pay Type</i>	<i>Inv Num</i>	<i>Invoice Description</i>	<i>Period</i>	<i>Description</i>	<i>Amount</i>	<i>Void</i>	<i>Doc Total</i>	
10/01/2020	5516	CHK	9863393699	Cell phones	10/20	Cell phones	\$150.93		\$150.93	
Totals For Vendor: Verizon Wireless									\$150.93	
Grand Totals:			Total Payments:				41		\$79,722.12	

Derby Housing Authority Work Order Complete/Incomplete Report

Program: State Elderly, Project: All, Created From: 10/1/2020, Created Through: 10/29/2020 11:59:59 PM, Status: All, Status Included: Emergency

Work Order By Priority					
Priority	Count	Incomplete	Complete	Tot. Days	Avg. Days
Routine	55	8	47	86.00	1.83
Inspection Other	6	2	4	13.00	3.25
Urgent	3	0	3	4.00	1.33
Totals:	64	10	54	103.00	1.91

Work Order By Employee					
Assigned Employee	Count	Incomplete	Complete	Tot. Days	Avg. Days
unassigned	64	10	54	103.00	1.91
Totals:	64	10	54	103.00	1.91

W/O #	Priority	Unit Address	Created Date	Completed Date	Mat	Labor	Actual	Billed
Project: Stygar Terrace								
7939	Routine	7 Stygar Terrace	10/01/2020 02:33 PM	10/02/2020 12:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
		Comments: 1. There is rust build-up on toilet and showerhead. 2. There is also rust on the outside of all her window sills. 3. There are some rust/brown stains on the outside aluminum siding above her unit.						
7945	Routine	Stygar Terrace	10/06/2020 08:59 AM	10/16/2020 03:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
		Comments: Exterior of all units at Stygar Terrace need to be power washed.						
7948	Routine	23 Stygar Terrace	10/06/2020 02:10 PM		\$0.00	\$0.00	\$0.00	\$0.00
		Comments: Carpet needs to be replaced.						
7949	Routine	23 Stygar Terrace	10/06/2020 02:11 PM		\$0.00	\$0.00	\$0.00	\$0.00
		Comments: Window is in poor condition. Needs to be replaced.						
7952	Routine	9 Stygar Terrace	10/06/2020 04:14 PM	10/08/2020 04:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
		Comments: 1. There is a foul odor coming from kitchen drain. 2. Kitchen faucet is loose.						
7957	Routine	1 Stygar Terrace	10/08/2020 10:26 AM	10/14/2020 03:54 PM	\$0.00	\$0.00	\$0.00	\$0.00
		Comments: Leaky tub faucet. ***Can come to fix any day next week after 11:00 am.						

7959	Routine	Stygar Terrace	10/09/2020 08:43 AM	10/14/2020 12:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: Remove A/C units from the Stygar community room and from Joan's office.								
7964	Inspection Other	36 Stygar Terrace	10/09/2020 03:34 PM		\$0.00	\$0.00	\$0.00	\$0.00
Comments: Living room window does not lock properly.								
7965	Inspection Other	34 Stygar Terrace	10/09/2020 03:35 PM		\$0.00	\$0.00	\$0.00	\$0.00
Comments: 1. Living room ceiling should be painted soon. (water stains) 2. Bulb needed in living room. (Completed -Imagineers 10/13/2020) 3. All the burners on stove do not work properly.								
7969	Routine	Main Office	10/14/2020 09:40 AM	10/14/2020 10:00 AM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: The outside lights need to be reset again. They need to be adjusted to go on at 6:15pm, they are not going on till almost 7pm and its is dark outside. (was requested by Sue Pease)								
7970	Routine	1 Stygar Terrace	10/12/2020 10:45 AM	10/12/2020 04:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: Toilet is running 24/7. (On call request)								
7971	Routine	14 Stygar Terrace	10/15/2020 09:04 AM	10/15/2020 10:30 AM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: Toilet not flushing. Is about to overflow.								
7984	Routine	Stygar Terrace	10/21/2020 09:12 AM	10/21/2020 12:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: Pole lights timer needs to be reset again. (Loretta Sexton called in)								
7988	Routine	Community Room	10/21/2020 02:09 PM	10/22/2020 09:00 AM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: Refill paper towels in the ladies room. (community room)								

7996	Routine	36 Stygar Terrace	10/26/2020 02:53 PM	10/26/2020 03:30 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: Still has leak coming from kitchen sink. She believes it is the faucet.								
7997	Routine	31 Stygar Terrace	10/26/2020 03:58 PM		\$0.00	\$0.00	\$0.00	\$0.00
Comments: Needs apartment turnaround.								
8003	Routine	21 Stygar Terrace	10/28/2020 01:10 PM		\$0.00	\$0.00	\$0.00	\$0.00
Comments: Would like batteries replaced in the heat/ac remote.								
8004	Routine	Stygar Terrace	10/28/2020 12:00 PM	10/28/2020 01:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: Replace paper goods in the community room at Stygar Terrace.								
Stygar Terrace		Incomplete: 6	Complete: 12		\$0.00	\$0.00	\$0.00	\$0.00
Project: Cicia Manor								
7940	Routine	76 W. Fourth Street	10/02/2020 09:28 AM	10/02/2020 03:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: Resident turned on heat and now there is a bad smell coming in apartment. It is giving her a headache. (on call request 10-2-2020)								
7944	Routine	64 Fifth Street	10/05/2020 02:05 PM	10/07/2020 01:30 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: 1. Screen door has locking issue. (Completed 10/7/2020) 2. Windows need caulking, especially back windows. (Completed 10/7/2020) 3. Light switch for outside front light does not work (Changed the bulb but still doesn't work. Need electrician) See Work order #8001 4. Stove vent filter needs to be cleaned. (Completed 10/7/2020) 5. There are some rust spots on the right side of toilet that he would like touched-up. (Completed 10/7/2020)								
7946	Routine	30 Fifth Street	10/06/2020 09:48 AM	10/13/2020 12:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: Replace smoke detector/alarm.								
7947	Inspection Other	66 Fifth Street	10/06/2020 11:38 AM	10/07/2020 01:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: Toilet running constantly. Needs new fill valve.								

7951	Routine		10/06/2020 03:00 PM	10/06/2020 03:11 PM	\$0.00	\$0.00	\$0.00	\$0.00
		Comments: Miscellaneous work order for Mike Sr.						
7953	Routine		10/06/2020 07:13 PM	10/07/2020 12:30 PM	\$0.00	\$0.00	\$0.00	\$0.00
		Comments: All of the outside lights are out. (On call request)						
7954	Routine	4 Anson Street	10/07/2020 10:26 AM	10/08/2020 10:45 AM	\$0.00	\$0.00	\$0.00	\$0.00
		Comments: She was cleaning her closet and accidentally hit something in there. Now she is hearing water running. Would like someone to come and check it out.						
7956	Routine	Main Office	10/08/2020 09:21 AM	10/09/2020 10:00 AM	\$0.00	\$0.00	\$0.00	\$0.00
		Comments: Heat needs to be turned on in the Community rooms at all three sites.						
7960	Routine	32 Fifth Street	10/09/2020 08:50 AM	10/09/2020 10:00 AM	\$0.00	\$0.00	\$0.00	\$0.00
		Comments: Toilet is constantly running.						
7962	Inspection Other	42 W. Fourth Street	10/09/2020 03:30 PM	10/13/2020 10:00 AM	\$0.00	\$0.00	\$0.00	\$0.00
		Comments: All of the burners on stove do not work.						
7963	Inspection Other	46 W. Fourth Street	10/09/2020 03:32 PM	10/13/2020 11:00 AM	\$0.00	\$0.00	\$0.00	\$0.00
		Comments: 1. Front door does not always lock properly. 2. Bathroom needs a light bulb.						
7966	Routine	92 W. Fourth Street	10/13/2020 08:53 AM	10/13/2020 09:00 AM	\$0.00	\$0.00	\$0.00	\$0.00
		Comments: There is a light flashing on his a/c-heat unit.						
7968	Routine	64 Fifth Street	10/12/2020 09:14 AM	10/12/2020 10:30 AM	\$0.00	\$0.00	\$0.00	\$0.00
		Comments: Fridge is not working. (on call request)						

7973	Urgent	62 Fifth Street	10/15/2020 02:55 PM	10/15/2020 04:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: Toilet will not flush and there is water coming from under the toilet base and into the tub.								
7975	Routine	46 W. Fourth Street	10/16/2020 01:35 PM	10/26/2020 01:00 AM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: Living room light and the light over the kitchen sink are out. (on call request)								
7976	Routine	42 W. Fourth Street	10/19/2020 11:34 AM	10/20/2020 10:00 AM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: Toilet is leaking on both the bottom and the top.								
7983	Routine	92 W. Fourth Street	10/21/2020 09:09 AM		\$0.00	\$0.00	\$0.00	\$0.00
Comments: A/C- Heating unit is still not working. Shut off again and lights is blinking.								
7986	Routine	85 W. Fourth Street	10/21/2020 10:55 AM	10/21/2020 11:30 AM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: The front porch light is out. The neighbor light may be out as well.								
7989	Routine	83 W. Fourth Street	10/22/2020 09:56 AM	10/22/2020 12:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: There is a leak coming from under the bathroom sink.								
7990	Routine	50 Fifth Street	10/23/2020 10:07 AM		\$0.00	\$0.00	\$0.00	\$0.00
Comments: There is a metal plate (it has all wires below it) outside back of units 52-54 that the screws came out of and needs to be repaired.								
7991	Routine	20 Anson Street	10/23/2020 01:29 PM	10/23/2020 03:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: Key is not working in lock. Appears to be damaged/broken.								
7993	Routine	90 W. Fourth Street	10/26/2020 09:31 AM	10/26/2020 10:37 AM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: Heat is not working. Needs someone to come and check unit.								
7994	Routine	4 Anson Street	10/26/2020 01:09 PM	10/27/2020 10:00 AM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: Would like to have the filters in the ac/heat unit cleaned.								

7995	Routine		10/26/2020 01:33 PM	10/27/2020 03:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
		Comments: Clean out the shed outside the community room at Cicia Manor.						
7998	Routine	18 Anson Street	10/27/2020 11:39 AM	10/28/2020 10:30 AM	\$0.00	\$0.00	\$0.00	\$0.00
		Comments: Would like the screen taken off her storm door and replaced with the glass panel.						
8001	Routine	64 Fifth Street	10/27/2020 03:41 PM		\$0.00	\$0.00	\$0.00	\$0.00
		Comments: Light switch for outside front light does not work. Maintenance changed bulb but still doesn't work. (Mike to assign to electrician)						
8002	Routine	50 Fifth Street	10/28/2020 08:40 AM	10/28/2020 10:00 AM	\$0.00	\$0.00	\$0.00	\$0.00
		Comments: One of the pole lights is out near where the maintenance truck is in the parking lot.						
Cicia Manor		Incomplete: 3	Complete: 24		\$0.00	\$0.00	\$0.00	\$0.00
Project: Lakeview Apartments								
7941	Routine	22 Guardiano Place	10/01/2020 05:43 PM	10/06/2020 01:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
		Comments: Needs light bulb changed in his unit. (on call request 10-1-2020)						
7943	Routine	25 Guardiano Place	10/05/2020 11:56 AM	10/05/2020 12:25 PM	\$0.00	\$0.00	\$0.00	\$0.00
		Comments: Has no hot water.						
7950	Routine	Guardiano Place	10/06/2020 02:16 PM	10/07/2020 09:00 AM	\$0.00	\$0.00	\$0.00	\$0.00
		Comments: There is garbage all around the dumpster area. (Resident is afraid it will bring rats and other vermin.)						
7955	Routine	11 Guardiano Place	10/07/2020 10:54 AM	10/08/2020 03:30 PM	\$0.00	\$0.00	\$0.00	\$0.00
		Comments: The toilet is leaking on the bottom rim.						
7958	Routine	13 Guardiano Place	10/08/2020 11:07 AM	10/08/2020 12:30 PM	\$0.00	\$0.00	\$0.00	\$0.00
		Comments: Kitchen sink is not draining.						

7961	Inspection Other	29 Guardiano Place	10/09/2020 03:28 PM	10/13/2020 01:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: 1. Needs bulb in living room. 2. Living room window handle is broken.								
7967	Routine	14 Guardiano Place	10/12/2020 09:12 AM	10/13/2020 10:00 AM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: The light in hallway between units 13-14 is burned out. (on call request)								
7974	Urgent	Guardiano Place	10/16/2020 02:05 PM	10/16/2020 04:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: Alarm is going off at Guardiano Terrace.								
7977	Routine	20 Guardiano Place	10/19/2020 11:44 AM	10/19/2020 12:30 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: 1. Water in toilet is not filling. 2. Having hard time with the key turning in door. She says she needs a new door knob. Is afraid she will get locked out at some point.								
7978	Routine	8 Guardiano Place	10/19/2020 01:18 PM	10/19/2020 02:30 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: There is water dripping from the ceiling fan in the bathroom.								
7979	Routine	24 Guardiano Place	10/19/2020 01:50 PM	10/20/2020 09:00 AM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: 1. The plastic inside of the toilet flusher is broken. 2. The filters of a/c-heating unit need to be cleaned. 3. Would like ceiling fans cleaned								
7980	Routine	1 Guardiano Place	10/19/2020 01:54 PM	10/20/2020 10:30 AM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: Bathroom sink is not draining properly.								
7981	Routine	13 Guardiano Place	10/20/2020 10:56 AM	10/20/2020 12:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: 1. Kitchen sink is not draining again, Flamur was out on 10/8/2020								
7982	Routine	21 Guardiano Place	10/20/2020 01:34 PM	10/20/2020 03:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: 1. His storm window will not go up and down in the storm door.								

7985	Routine	8 Guardiano Place	10/21/2020 10:00 AM	10/21/2020 04:30 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: There is still water dripping from the ceiling fan. She is also seeing water around the bottom of her toilet. (Flamur was just there on 10/19/2020 to address issue. Said he couldn't find anything wrong and that it was moisture related.)								
7987	Routine	4 Guardiano Place	10/21/2020 01:52 PM	10/21/2020 03:30 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: Kitchen sink is backing up. Thinks there is a blockage somewhere.								
7992	Urgent	6 Guardiano Place	10/25/2020 10:07 AM	10/27/2020 12:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: Fridge is not working. (On call request) Resident called twice. Once at 10:07 am and then at 2:49 pm. They have perishables that they do not want to spoil.								
7999	Routine	23 Guardiano Place	10/21/2020 03:30 PM	10/21/2020 04:30 PM	\$0.00	\$0.00	\$0.00	\$0.00
Comments: Repair the wax ring on toilet.								
8000	Routine	8 Guardiano Place	10/27/2020 03:36 PM		\$0.00	\$0.00	\$0.00	\$0.00
Comments: Ceiling needs to be repaired and painted due to water damage from leak.								
Lakeview Apartments		Incomplete: 1	Complete: 18		\$0.00	\$0.00	\$0.00	\$0.00
Grand Totals:		Incomplete: 10	Complete: 54		\$0.00	\$0.00	\$0.00	\$0.00