

Commissioners:

Chair – Elizabeth Kenneson **Vice Chair** – Vacant

Tenant Commissioner-Della Rondinone **Treasurer** – Robert Mack

Assistant Treasurer – Rickey Reed

Windsor Housing Authority

Regular Meeting

Millbrook Village Community Room

35 Mack St. Windsor, CT 06095

Monday, August 29, 2016 4:00PM

1. Call to order

At 4:09 PM Elizabeth Kenneson, Chair called to order the regular meeting of the Windsor Housing Authority.

2. Roll call

Present: Commissioners Kenneson, Reed, Rondinone and Executive Director Williams. Commissioner Mack was absent and attending a housing related conference.

3. Public communications

Mickey Bunk who lives at 598 Palisado Avenue addressed the Housing Authority with his concerns about the parking policy, specifically that non-residents will be towed after 11:00 PM. He and his family are frequently called to assist his mother who is a resident. Because she does not drive she does not have a parking space and since the family does get calls to assist her after 11:00 PM, Mr. Bunk is concerned that one of their vehicles could be towed. Director Williams explained that half of the lot in question is subject to the Housing Authority Parking Policy, but the other half is subject to town regulations and suggested that Mr. Bunk park there and contact the Police Department to advise them that his family may be in that part of the lot after 11:00PM

4. Minute approval – July 25, 2016 regular meeting

A motion was made by Commissioner Rondinone and seconded by Commissioner Reed to approve the minutes of the July meeting. Corrections were noted and the minutes were approved as corrected 3-0-0.

5. Financial Report – July 2016

A motion was made by Commissioner Rondinone to acknowledge receipt of the July 2016 Financial Report. The motion was seconded by Commissioner Reed and passed 3-0-0.

6. Bills and communications

None

7. Executive Director's report

- Bedbug status – Fitch Court: 1 new and 5 repeat positives, Shad Run: 3 new and 1 repeat, Millbrook Village: not inspected this time due to perimeter spraying by exterminator.
- Millbrook rehab status – although it is nearly the end of August, the Department of Housing has not yet announced grant awards.
- Interior lighting at Fitch Court – updates have been completed and old fixtures are for sale per Housing Authority's policy
- Vacancy Status –
Fitch Court Millbrook Village Shad Run Terrace

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2	6	2	vacant
0	0	0	leased
0	0	0	application pending
0	0	0	notice to vacate

- Legal resident actions- still pending
- Resident Services Coordinator grant 2016-2017 – The grant for 2016-2017 has been increased to \$22,450 and will cover 100% of the hours and benefits for this position.

8. Old business

A motion was made by Commissioner Rondinone to accept the bedbug prevention and extermination policy drafted and proposed by Executive Director Williams. The motion was seconded by Commissioner Reed. After discussion and a small change to the wording, the motion carried 3-0-0 and the policy will go into effect when the State Statute does on October 1, 2016.

9. New business

Housing Authority approval is needed to draw funds from STIFF to cover turn over expenses for Shad Run Terrace during the remainder of the current fiscal year. A motion was made by Commissioner Reed to approve withdrawal of up to \$6000 per unit for up to 5 units, (total not to exceed \$30,00), from STIFF during the remainder of the current fiscal year. The motion was seconded by Commissioner Rondinone and passed 3-0-0.

10. Reports of subcommittees

- Administration - Commissioner Mack – absent
- Finance – vacant
- Policy - Commissioner Kenneson- nothing to report
- Tenant – Commissioner Rondinone –the following issues have been brought up by tenants:

Tenants are still expressing displeasure regarding long-term illegal “visitors”.

Response: Housing Authority and legal procedures are being followed.

When will speed bumps at Shad Run be replaced

Response:Speed bumps are a town issue.

A saw horse near a downed lamp post is blocking a resident’s sidewalk access

Response: The sawhorse will be removed immediately and the lamp post will be repaired as soon as possilbe

Hartford Courant delivery is again driving on the lawn at Shad Run

Response: The Courant will again be contacted

11. Adjournment

A motion was made by commissioner Rondinone and seconded by Commissioner Reed to adjourn the meeting. The motion carried 3-0-0 and at 5:57 PM Commission Chair Kenneson adjourned the meeting.

The next regular meeting is scheduled for Monday September 26, 2016 at 4:00 PM in the community room of Shad Run Terrace at 40 Henry St. Windsor, CT

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Respectfully submitted,
Caren Barry