

Monthly Meeting for the Housing Authority of the Town of Windsor  
Fitch Court Apartments Conference Room  
156 Bloomfield Avenue, Windsor, CT 06095  
Tuesday, Nov. 17, 2020 @ 3:30

1. Call To Order

At 3:36 p.m., Randy McKenney, Chair, called to order the monthly meeting of the Housing Authority of the Town of Windsor.

2. Roll Call

Present: Commissioner Randy McKenney, Commissioner Robert Mack, Commissioner Dell Rondinone (via Phone), Commissioner Adam Gutcheon, Executive Director Urleen Naughton.

Absent: Commissioner Herman Woodard

Town Council members: Joseph McAuliffe, James Dobler

3. Minutes Approval

The motion was made by Commissioner McKenney and seconded by Commissioner Mack, Commissioner Gutcheon and Commissioner Rondinone to approve the minutes of the June 24, 2020 meeting. The motion passed.

4. Financial Report

Increase in subsidy from NEDS, tenant assist base rent increase. Fitch FMR (fair market rents) influx with several programs. Rental increase over time.

5. Debit Card Report

The debit card has not been used during this period.

6. Capital Improvements

Improvements will continue as needed. Improvements for 2020, various pictures of before and after of all renovations completed by the maintenance department for properties of Fitch and Shad Run.

Fitch Court renovations included painting of the entire common areas such as the main office, hallways, stair wells, and exterior areas. Sidewalks were redone due to damages from previous landscaping company. Shad Run property has undergone major renovations such as: all exterior electrical housing cabinets has been renovated, all exterior lighting has been replaced, all unit doors and screens have been painted and restored or replaced. External railings, damaged sidewalks from previous landscaper, and damaged shed which had been utilized as a salt storage from previous landscaping company needed major renovation work.

Many units have undergone renovations of interior flooring, painting, kitchen cabinets and lighting. Both gazebos located at Shad Run and Millbrook Village has been renovated. Please see [www.windsorha.org](http://www.windsorha.org)

7. Public Communications

Council member Joseph McAuliffe stated that complaints are coming from the town residents who are driving by the property not the residents that reside on the property. CHFA oversees the construction along with the clerk of the works and the liaison assigned to the project. Covid-19 has held up the constructions due to supplies on back order. Complaints / concern forms were hand delivered to all residents regarding any concerns or issues they may have. Putting a concern /complaint in writing protects the tenants and the Housing Authority. A discussion over racism was held during the board meeting. Needless, there have been many racist statements from the residents towards and about the staff members at the Windsor Housing Authority, which can lead to a safety issue for the staff. The Windsor Housing Authority has also updated our website; [www.windsorha.org](http://www.windsorha.org).

8. Bedbug Status

There is nothing to report at this time.

9. Eviction Proceedings

There is nothing to report at this time.

10. Resident Vacancy Status

There is nothing to report at this time.

11. Bills and Communications

There is nothing to report at this time.

12. Executive Director Report

Challenges continue as expected as improvements continue to be made.

13. Resident Service Coordinator Report:

Report was provided as to all the Covid-19 informational notification that was hand delivered to the residents and the various food drive held during this pandemic.

14. Report of Tenant Commissioner

Overnight issues are being dealt with. Need more Policing awareness at night on all properties due to illegal activities on properties.

15. Old Business

16. New Business:

17. Adjournment

The motion was made by Commissioner McKenney and seconded by Commissioner Rondinone, Commissioner Gutcheon and Commissioner Mack that the meeting be adjourned. The motion carried at 5:12 p.m. Commissioner McKenney adjourned the meeting.