

Housing Authority of the Town of Windsor

Board of Commissioners

Regular Meeting

Wednesday, June 15, 2022 at 3:00 p.m.

Community Room, Fitch Court Apartments

and via Zoom

UNAPPROVED MINUTES

Commissioner Gutcheon, Chair, called the meeting to order at 3:02 p.m.

1. Roll Call

Commissioners present: Engelmann, Freeman, Gutcheon, Jaamal

Commissioners absent: McKay

2. Public Comment and Written Communications

Members of the public submitted several written communications.

The following members of the public spoke to the Board:

Marvin Baker
Jean Dillon
Nelson Sylvia
Karen Savluk
Brian Smith
Vicky Arnesen

3. Approval of Minutes

a. May 18, 2022

Commissioner Jaamal moved to approve the minutes of May 18, 2022. Commissioner Engelmann seconded.

To approve the minutes of May 18, 2022	Aye: Engelmann, Freeman, Gutcheon, Jaamal
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4. Report of Tenant Commissioner

Commissioner Jaamal discussed issues with the closeout of the Millbrook Village rehab, specifically around Community Room access. He asked about the timeline for Renter's Rebate applications and workshops to help tenants understand their lease. Executive Director Rob Cappelletti answered Mr. Jaamal's questions and discussed the status of the Millbrook Village project.

5. Chair's Report

Commissioner Gutcheon, Chair, reported that the Town of Windsor Planning & Zoning Commission was working on the Town's affordable housing plan as required by state law. The Commission will hold a public hearing on the plan in July, and the chair encouraged both commissioners and residents to attend and share their experiences and thoughts on how best to improve housing affordability in Windsor. He

reported on the status of the management services procurement. He announced a special meeting to be held Tuesday, June 21 at 3:00 in the Fitch Court Community Room to hear the recommendation of the Management Services Procurement Committee.

6. Financial Report

Michael Guyder of Marcum, our auditor, presented his findings from the 2020 agency audit. He identified material deficiencies in the agency's internal financial controls and compliance with federal cost principles from 2020. Management has submitted a corrective action plan for those deficiencies. Questions from the Board followed.

7. Management Reports

Mr. Cappelletti responded to questions and concerns raised in public comment. He walked the Board through his written report and answered many questions from the Board.

8. New Business

None.

9. Old Business

None.

10. Adjournment

With no further business, the meeting adjourned at 4:25 p.m.