

**Housing Authority of the Town of Windsor**

Board of Commissioners

Regular Meeting

Wednesday, May 18, 2022 at 3:00 p.m.

Community Room, Millbrook Village

and via Zoom

UNAPPROVED MINUTES

Commissioner Freeman, Vice Chair, called the meeting to order at 3:05 p.m.

**1. Roll Call**

Commissioners present: Engelmann, Freeman, Jaamal, McKay.

Commissioners absent: Gutcheon

**2. Public Comment and Written Communications**

Members of the public submitted several written communications.

The following members of the public spoke to the Board:

Andrea Kubalik

Peggy Deschaine

Brian Smith

Joan Sullivan

Vicky Arnesen

Residents asked why April rent checks had not been deposited and why rear courtyard grass is to be replaced by stone. Several residents also complimented fellow residents, the commissioners and staff for their assistance.

**3. Approval of Minutes**

a. April 20, 2022

Commissioner Engelmann moved to approve the minutes of April 20, 2022 as written. Commissioner McKay seconded.

To approve the minutes of April 20, 2022	Aye: Engelmann, Freeman, Jaamal, McKay.
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**4. Report of Tenant Commissioner**

Commissioner Jaamal introduced new Millbrook resident Kim Ferrante. He also asked why tenant was told that there are no 1 BR available, current status of CO for Millbrook Community Room, when bike rack will be installed. He also stated that some park benches at Millbrook need to be relocated.

**5. Chair's Report**

Commissioner Freeman, Vice Chair, stated that he was pleased to see the positive feedback from the residents during Public Comment. It appears that the sense of community is getting stronger, and the residents recognize that the Commission is committed to continuing to improve everyone's living conditions.

## 6. Financial Report

No written financial report was provided nor was staff present to discuss the financials.

## 7. Management Reports

The Commissioners briefly discussed the written management reports provided as Rob Cappelletti, Executive Director was not present.

## 8. Management Services Procurement Committee Report

Commissioner Freeman reported that responses to the RFP for Management Services are due May 26, 2022. He reiterated that residents will be invited to meet with the prospective management company(ies) prior to the execution of an agreement for management services. This meeting will be a time to talk about expectations and moving the Housing Authority forward. It is not designed to be a time to air past grievances.

## 9. New Business

None.

## 10. Old Business

None.

## 11. Adjournment

With no further business, the meeting adjourned at 3:52 p.m.