

**Housing Authority of the Town of Windsor**  
Board of Commissioners  
Special Meeting  
Wednesday, August 30, 2022 at 3:00 p.m.  
Community Room, Fitch Court Apartments  
UNAPPROVED MINUTES

Commissioner Gutcheon, Chair, called the meeting to order at 3:00 p.m.

1. Roll Call

Commissioners present: Engelmann, Freeman, Gutcheon, Jaamal, McKay

Commissioners absent: None

2. Public Comment and Written Communications

None.

3. Approval of Minutes

a. August 17, 2022

Commissioner Freeman moved to approve the minutes of August 17, 2022. Commissioner McKay seconded.

To approve the minutes of August 17, 2022	Aye: Engelmann, Freeman, Gutcheon, Jaamal, McKay
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4. Resolution 2022-09: Approval of Contract for Management Services

Mr. Freeman moved to adopt Resolution 2022-09: Approval of Contract for Management Services. Commissioner Engelmann seconded. Discussion from the Board followed.

Mr. Freeman asked unanimous consent to strike Schedule B, sec. 2, subsec. 4 of the proposed contract and replace with the following: "Repairs and maintenance by DMC staff (as needed) at the then-current agreed upon rates, plus materials."

Mr. Matthew Fontaine, on behalf of DeMarco Management Corporation, agreed to this modification.

Without objection, the amendment was agreed to.

To strike Schedule B, sec. 2, subsec. 4 of the proposed contract and replace with the following: "Repairs and maintenance by DMC staff (as needed) at the then-current agreed upon rates, plus materials."	Aye: Engelmann, Freeman, Gutcheon, Jaamal, McKay.
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Further discussion followed.

To adopt Resolution 2022-09: Approval of Contract for Management Services	Aye: Engelmann, Freeman, Gutcheon, Jaamal, McKay
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## 5. Adjournment

With no further business, the meeting adjourned at 3:26 p.m.

## Resolution 2022-09: Approval of Contract for Management Services

Whereas, on June 27, 2022, the Board of Commissioners approved Resolution 2022-05, awarding a contract for management services to DeMarco Management Corporation and directing the Chair to enter into contract negotiations; and

Whereas, Resolution 2022-05 requires that before executing said contract, the Chair present it to the Board of Commissioners for final approval; and

Whereas, pursuant to those terms, the Chair did enter into contract negotiations and did present the resulting contract to the Board;

Now therefore be it resolved, that the Board of Commissioners of the Housing Authority of the Town of Windsor approves the proposed contract for management services and authorizes the Chair to execute it.