

Housing Authority of the Town of Windsor
Board of Commissioners
Special Meeting
Wednesday, September 28, 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 30, 2022

Commissioner Freeman moved to approve the minutes of August 30, 2022. Commissioner Engelmann seconded.

To approve the minutes of August 30, 2022	Aye: Engelmann, Freeman, Gutcheon, Jaamal, McKay
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4. Report of Tenant Commissioner

Commissioner Jaamal discussed access to the Millbrook Village Community Room. He also made suggestions regarding helping people understand the terms of their leases. Maria DeMarco, CEO of DeMarco Management Company, answered Mr. Jaamal's questions. Discussion from the Board followed.

5. Chair's Report

Commissioner Gutcheon, Chair, reported that this would be his last Board meeting. He thanked the other commissioners for their hard work and good faith, and the residents for loving their homes so much they made trouble--good trouble--to preserve it.

6. Financial Report

None.

7. Management Reports

Ms. DeMarco discussed her first month at WHA. She walked the Board through her written report and answered many questions from the Board.

Commissioner McKay moved to adopt the recommendation contained in management's report to authorize the engagement of a consultant to obtain grant funding for the Fitch Court Roof Replacement, to be funded solely from any grant proceeds. Ms. Engelmann seconded.

To adopt the recommendation contained in management's report to authorize the engagement of a consultant to obtain grant funding for the Fitch Court Roof Replacement, to be funded solely from any grant proceeds.	Aye: Engelmann, Freeman, Gutcheon, Jaamal, McKay
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Commissioner McKay moved to adopt the recommendation contained in management's report to authorize \$5,000 for a Capital Needs Assessment at Fitch Court Apartments. Ms. Engelmann seconded.

To adopt the recommendation contained in management's report to authorize \$5,000 for a Capital Needs Assessment at Fitch Court Apartments.	Aye: Engelmann, Freeman, Gutcheon, Jaamal, McKay
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8. New Business

a. Designate housing units for veterans

The chair introduced Resolution 2022-10 as follows:

"Resolved, that the Housing Authority of the Town of Windsor designates seven efficiency units at Millbrook Village as Veterans' Housing."

Ms. Engelmann moved adoption. Mr. McKay seconded.

To adopt Resolution 2022-10: Designate Housing Units for Veterans.	Aye: Engelmann, Freeman, Gutcheon, McKay. Abstaining: Jaamal.
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b. 2023 regular meeting schedule

No action.

9. Old Business

None.

10. Adjournment

With no further business, the meeting adjourned at 3:37 p.m.