

Housing Authority of the Town of Windsor
Board of Commissioner's
Regular Meeting
Wednesday, April 17, 2024, at 1:00 p.m.
Community Room, Fitch Court
Unapproved Minutes

1. Call to Order:

Commissioner Freeman called meeting to order at 1:09 pm.

2. Roll Call

Present: Commissioner Engelmann, Freeman, Jaamal

Commissioners absent: McKay

WHA Representative: Maria DeMarco

WHA Property Manager, Darlene West

Volunteer: Paula Pierce

3. Public Comment

None

3. Approval of Last Meeting's Minutes

Approval of minutes from the March 20, 2024 meeting will be deferred until the May meeting.

4. Report Tenant Commissioner

Residents that came to him to complain about letters received saying their lease won't be renewed, but admitted they smoke in their units. Called a group in Mass to find out if Smokers Anonymous could come talk to the community. People are happy about the new sign in Millbrook village and the landscaping and cleanup outdoors. Some people are upset about unauthorized guests making noise and causing trouble on the property.

5. Chairperson's Report

Prior to the current administrator and commission we have now, a lot of issues happened and rules weren't followed. Now everything is by the book. Getting some push back from residents, but need to follow the rules. We need residents to report unauthorized people.

6. Financial Report

Maria DeMarco gave an overview of the report. Total rental renew is increasing due to efforts to get people moved in quickly and the units that have come back online. Filling the last veterans' unit soon. Maintenance costs have decreased. Budgets submitted to CHFA.

*Motion was made by Commissioner Jaamal to increase the number of units available to homeless veterans with the motion seconded by Chairperson Engelmann.
Motion passed unanimously 3-0-0*

Motion was made to accept the Financial report by Commissioner Jaamal with the motion seconded by Chairperson Engelmann. Motion approved unanimously. Motion passed unanimously 3-0-0

7. Management Report

Maintenance timelines have improved exponentially. Vacancies are down. Shad Run vacancies will increase until after repairs are done. Commissioner Freeman mentioned how good the community room looks.

8. New Business

An Assistant Property Manager, named Kristen, started on Monday who will help to handle the day to day issues. She is very highly qualified and personable.

9. Old Business

None

10. Adjournment

Commissioner Engelmann made a motion to adjourn the meeting. Commissioner Jaamal seconded.

With no further business, the meeting adjourned at 1:41 pm.