

# Winchester Housing

80 Chestnut Street, Winsted CT 06098



Equal Housing Opportunity



Senior Housing (860) 379-4573

Fax (860) 379-0430

www.winchesterhousing.org

Anthony J. Paige, Jr., *Chairman*  
John Iacino, *Vice-Chairman*

Neil R. Kelsey, *Treasurer*  
June D. Mickley, *Asst. Treasurer*

Joseph A. Forster, *Commissioner*  
Paul Vayer, *Executive Director*

## Minutes

### Winchester Housing Board of Commissioners

April 28, 2014

Meeting of the regularly scheduled meeting of The Winchester Housing Board of Commissioners was called to order at 3:06 PM on April 28, 2014 by Chair Paige. Motion was made by Comm. Forster and seconded by Comm. Mickley. All in favor.

Minutes for the March 31, 2014 were moved to be adopted. Motion by Comm. Mickley to adopt, seconded by Comm. Iacino. Comm. Kelsey abstained. Comm. Forster voted to accept subject to his name being spelled correctly. Motion carried.

Mr. Vayer reviewed the financial statements for March, 2014 noting the drawdown for the LOCCs system had been made for May, 2014 with one month remaining in the fiscal year.

Mr. Vayer presented the Board with the Authority's budget for fiscal year 2014-2015 for a total of \$104,297.00. Mr. Vayer underscored that there may be additional changes to the budget as a result of the State of Connecticut Rental Assistance Program for Greenwoods North calculations but as the budget stands the operational budget should not have to draw on the capital budget to achieve a balanced operating budget. Motion by Comm. Kelsey, seconded by Comm. Mackley. All in favor and motion carried.

Adoption of Lease Stipulation for Smoke Free facility including the use of medical marijuana. Motion by Comm. Forster, seconded by Comm. Paige. All in favor and motion carried.

Motion to approve job description for position of Housing Manager. Mr. Vayer explained how the initial nature of the position had changed over time and included a list of now current duties. Motion by Comm. Kelsey, seconded by Comm. Forster. All in favor and motion carried.

Mr. Vayer provided the Commission with an update on the status of the installation of the security system at Green woods and Chestnut Grove. He also provided the Commission with an update on the status of the alarm and call for aid system for Chestnut Grove.

Mr. Vayer informed the Commission that the state of Connecticut had approved and provided fourteen rental assistance vouchers for greenwoods North , it impact on the

budget, the residents, and that the subsidy amount was now in the proves of being calculated by the State of Connected.

Mr. Vayer raised a request for the establishment of a private cleaning service for authority residents. Discussion took place that the request was rejected and establishment of such a service, where needed, could be accomplished by the Authority's Resident Service Coordinator.

Mr. Vayer reported on the Public Housing assessment report which achieved a score of 100%.

A request was made to the Board to allow for the exception of a 113 pound dog to be allowed to live with a potentially new resident. Since this exceeded the Authority's limit on a 25 pound dog limit weight a Motion was made to reject the request by Comm. Paige and seconded by Comm. Kelsey. All in favor voted for the motion to reject the request.

An approval was sought to renew the contract between the Authority and B and D Landscaping and to authorize the Executive Director to sign contracts without concurrent Board approval. Motion by Comm. Mackley, seconded by Comm. Forster to approve the contract with B and D landscaping and to provide the Executive Director the authority to sign con contracts on behalf of the Authority without concurrent Board approval. All in favor and Motion(s) carried.

Motion to adjourn at 4:13 PM by Comm. Iacino, seconded by Comm. Kelsey. All in favor and meeting was adjourned.

Respectfully submitted,

Paul S. Vayer