

Winchester Housing

80 Chestnut Street, Winsted CT 06098



Senior Housing (860) 379-4573

Fax (860) 379-0430

www.winchesterhousing.org



Equal Housing Opportunity

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

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

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

Minutes

Winchester Housing Authority Board of Commissioners Meeting

April 28, 2015

3:00 PM

80 Chestnut Street

Winsted, CT 06098

Present were Commissioners Paige, Kelsey, Mickley and Forester. Absent was Commissioner Iacino. Commissioner Kelsey attended at 4:15 PM.

The meeting was called to order at 3:08 PM by Chair Paige.

A motion to adopt the minutes of February 24, 2015 was made by Comm. Forster and seconded by Comm. Mickley. All in favor with Chair Paige abstaining.

A motion to adopt the minutes of the meeting of March 16, 2015 was made by Commissioner Forster and seconded by Commissioner Mickley. All in favor with Chair Paige abstaining.

A recommendation and consensus by the entire Board of Commissioners was made to submit the name of Joseph Lemlin to the Town of Winchester to fill the unexpired term of Commissioner Forster who had submitted his resignation.

A recommendation and consensus by the entire Board with Commissioner Mickley abstaining to submit the name of Commissioner Mickley to the Town of Winchester for appointment to a full term on the Board.

Executive Director Paul Vayer reviewed the monthly financial budgets and related financial data for February, 2015 and March, 2015 were presented to the Board highlighting the areas with increases over the budgeted amounts. This included an explanation of the cost of emergency and unanticipated repairs as of 4/24/2015 in the amount of \$37, 958.36 which, in addition to the annual deficit, will have to be borne by the Authority's reserves. In a related matter the Director briefed to the Board the current communication and status of the Hartford office of Housing and Urban development as a result of the letter forwarded to that office regarding concern over the status of the Authority's reserves and dated April 2, 2015. While a meeting with HUD has been scheduled for early may 2015 initial indications are that no emergency operational funding is available as well as no project based Section 8 funding. The anticipated purpose of the May meeting with HUD is to discuss capital needs and alternatives from HUD's perspective should the reserve account be depleted in the future. The Director also noted a greater emphasis on recouping tenant responsible fees and assessments, reduction of landscape maintenance and the initial indications of saving with the employment of the part-time maintenance person.

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The Board of Commissioners accepted a proposal by Authority full time staff to voluntarily reduce their respective salaries 54% beginning June 1, 2015, a withdrawal of annual evaluation increases, a reduction in hours to nineteen hours per work week and that all other terms and conditions of the employment letter with the Housing Manager and contract with the Executive Director remain unchanged for a annual savings of \$76, 528.00 which will provide for a budget amount to deal with emergencies and reduce the depletion on the Authority's reserves. The intent is to provide for a responsible budget while extending the date for the depletion of the Authority's reserves as long as possible given unforeseen emergencies in the interim. This proposal will be adopted in writing at the May 2015 meeting but the changes necessary for a June 1, 2015 implementation date will go forward based on the acceptance of this proposal. The Board concurred that because this is a new operating schedule flexibility may be necessary because of workload, that accessibility to the office staff will be more limited, landscape maintenance will be more limited and that the part-time maintenance position and after hours emergency procedures will remain unchanged. Motion to approve the proposal regarding change in hours and salary, with all other previous employment and contract provisions remaining intact, was made by Commissioner Mickley, seconded by Commissioner Forster with all Commissioners voting in favor.

The Board was informed that there were a number of residents who have or are exceeding the limits for eligibility for public housing from increases in income and that no threshold standard was in effect. The Board concurred that a policy will be adopted at the May, 2015 Board meeting stating that residents over income on recertification will be given a one year notice to obtain alternative housing and thus provide fair and timely notice while being consistent with the goals and standards of public housing. The Executive Director provided an overview of his report.

A motion to adjourn was made at 4:25 PM by Commissioner Mickley, seconded by Commissioner Forster with all voting in favor.

Respectfully submitted,

Paul Vayer
Secretary