

## Minutes

### Winchester Housing Authority Board of Commissioners Meeting

December 22, 2014

3:00 PM

80 Chestnut Street

Winsted, CT 06098

## Minutes

Present were Commissioners Kelsey, Mickley and Forester. Absent were Chair Paige and Vice-Chair Iacino

The meeting was called to order at 3:05 PM by Commissioner Kelsey

A motion to adopt the minutes of August 2014 was made by Comm. Mickley and seconded by Comm. Forster. All in favor.

Executive Director Paul Vayer reviewed the monthly financial reports for November 2014 noting that the primary expenditures were fixed and mandated costs, maintenance, and unit turnover. The Director stated the request to the State of Connecticut for an increase in the base rent was approved to \$704.00 with no impact on residents rent. The purpose of this increase, in addition to the funds already on hand for Greenwoods North was to attempt to establish a capital expenditure fund that may allow for additional capital improvements at Greenwoods North. An update and reconciliation on the fiscal 2015 budget has been deferred pending the result of snow removal expenses and finalization of the fire sprinkler system contract. Initial budget indications indicate that the federal 2016 operating and capital subsidy will be less and the same as the 2014 fiscal subsidy.

The Executive Director stated that the new fire alarm system/call for aid has been virtually completed and that the repairs and painting to the first and second floors have been finished with minimal work remaining on the third floor. Because this is a new and more sensitive system, residents have received a

reminder that fire alarms are to be taken seriously and have been informed of the procedures should a fire take place.

A motion was by Commissioner Mickley and seconded by Commissioner Forester to adopt a Resolution eliminating the twenty-five dollar security deposit from the Chestnut Grove lease and to refunds all such funds with interest to said funds held by the Authority. The purpose of the Resolution was to end the practice of having to calculate and distribute yearly interest which was not cost effective.

The Executive Director then provided the Board with the Executive Director's report including the terms of the Directors contract with the Authority effective March 1, 2015. All items requested, with the exception of Section 10 which the Director removed from consideration and on a motion by Commissioner Kelsey the request of the Executive Director was added as new business with a motion to adopt. Motion was seconded by Commissioner Mickley and all voted in favor.

There being no further business a motion to adjourn at 4:20 PM was made by Commissioner Mickley and seconded by Commissioner Forester and all voted in favor.

The Director provided the Board with the status and issues with the pre-inspection reports by U.S. Housing Services in preparation for and correction needed for the October 6, 2014 REAC inspection.

The Director provided an update on the status of the new fire alarm/call for aid system and that the system was near completion and needed some modifications although testing of the system had taken place. The system now needs some final modifications and approval by the Town, testing before the old system can be removed and the new system put into effect.

In an effort to explore additional cost savings, the Commissioners, on a motion By Comm. Forster and seconded by Comm. Mickley and approved by all Commissioners present, voted to authorize the retaining of a part-time maintenance position.

A motion was made by Comm. Mickley and seconded to by Comm. Forster to adjourn the meeting at 3:45 PM with all in favor.

Respectfully submitted,

Paul S. Vayer

Executive Director/Secretary