

Housing Authority of the Town of Winchester

80 CHESTNUT ST., WINSTED, CT 06098 - Phone: 860-379-4573 - Fax: 860-379-0430

Anthony J. Paige, Jr. - Chairman

John R. Sullivan, - Vice-Chairman

Joan T. Jones, - Treasurer

June D. Mickley, - Assist. Treasurer

Neil R. Kelsey, - Commissioner

Fred W. Newman, - Executive Director

MINUTES

June 28, 2010

7:00 P.M.

A meeting of the Housing Authority was held on June 28, 2010 in the offices of the Housing Authority at 80 Chestnut Street, Winsted, CT.

Vice Chairman Sullivan called the meeting to order. Present were Ms. Mickley, Messer's, Kelsey and Newman. In addition, Selectman Albanusius was also joined the meeting a few minutes after its beginning.

After a review of the Minutes of the meeting of May 15, 2010, Commissioner Kelsey made a motion to accept the Minutes, seconded by Ms. Mickley and unanimously approved.

Mr. Newman reviewed financials with the Board including the Performance to Budgets reports for the various entities. He prefaced his remarks by informing the Board that he had received correspondence from HUD that the financial information for fiscal year ending 6-30-09 had been reviewed and accepted. He showed a bar chart to the Board which illustrated the "proration" for funding to the Winchester Housing Authority ranging from 82% to 100% which included the years 2000 - 2010. He commented that these rates indicated that percentage of what HUD distributes for subsidy following a full, (100) distribution by Congress. He added that receiving less than 100%, following a budget approved by the Board made meeting operating expenses throughout the year difficult. He noted also, that in keeping with the Board's approval, he had sold the Authority's truck for \$1,200, removing it from the asset listing.

Several line items brought to the Board's attention from the Statement of Activities for the various entities included Proration impact on income, excessive apartment repairs due to preparation for a HUD inspection and a substantial reduction in insurance costs. Also excessive Misc. costs at greenwoods due to substantial project management costs relating to the Small Cities Grant work there. In addition, he noted higher than usual legal costs due to Federalization of Greenwoods. Lastly, he pointed out that the final costs for medical insurance for the Section 8 program would close at higher than budget, and to correct this situation in the 2010/2011, the Board approved spousal medical coverage would be dropped.

Under investments he brought to the attention of the Board that TDBank had not confirmed that a payout had been made upon closeout of two CD's which amounted to \$3,137 each. He added that next month's investment report would reflect these amounts.

Under the Section 8 and Housing reports Mr. Newman reported that a total of 229 clients were on the HCV program, this highest number ever. He also reported that seven new clients were coming on the Program and two were off the Program. Under the Housing Program he mentioned that the



total number of Wait List numbers (77) continued to be low. He provided the Board with an update on local advertisements to support a healthy wait list number. He explained that in no way should WHA wait until there was no one on the wait lists.

Under support services Mr. Newman offered the following contract, recommending their renewal: James Stedronsky, Attorney at Law, Janet Wortman, CPA, Bizz Nuzz Computer Service, Mr. Jules Lefcowitz, Community Planners, LLC, and Mr. Bob Dean Associates Inc. for Risk Manager. The Board unanimously agreed with keeping these support service providers.

Under Budget Resolution Confirmation Mr. Newman explained that HUD requires documentation by Board resolution that they indeed confirm passage of the Annual Budget. Vice Chairman Sullivan made a motion to resolve that *the WHA Board had passed the Annual Budget, seconded by Ms. June Mickley and unanimously approved.*

Under old Business Mr. Newman explained the failure of the Ct. State Legislature ride the Resident Commissioner selection process. In addition, he provided an update on the Carriage Maker Place, Chestnut addition and Greenwoods Federalization process.

Under Old Business Mr. Newman indicated to the Board that the WHA had received its ACC letter from HUD confirming that Greenwoods was now officially a Federal project (26 units).

Under New Business, Mr. Newman informed the Board that Charter Cable had offered \$8,000 for sole sourcing of TV and telephone service. He added that Attorney Stedronsky offered a suggestion of a greater fee, and to proceed with caution. Mr. Newman said the deadline had passed and that WHA would not proceed. He informed the Board that that employee evaluation had been completed. He read to the Board employee remarks and his responses. In addition he read a “thank you” note from the Director of the Town Senior Center thanking WHA for their generous donation for vehicle repair.

Lastly, he informed the Board that overnight guests had become a problem of late at Greenwoods Garden. He showed a letter that was distributed to all Greenwoods residents saying that he would be following up with letter to suspected residents. In addition he informed the Board that Quarterly Meeting had been held to keep all resident at the three communities informed on all activities.

There being no other business, Commissioner Mickley made a motion to adjourn, seconded by Mr. Kelsey and unanimously approved.

Respectfully submitted,

Fred W. Newman