

Winchester Housing

80 Chestnut Street, Winsted CT 06098



Equal Housing Opportunity



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

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

Neil Hunt, *Commissioner*
Fred W. Newman, *Executive Director*

MINUTES

MARCH 25, 2013

3:00 P.M.

A meeting of the Housing Authority was held on March 25th, 2013 in the offices of the Housing Authority at 80 Chestnut Street, Winsted, CT.

Vice Chairman Iacino called the meeting to order. Present were Ms. Mickley, Messer's Iacino, Hunt, and Newman. Also present was Attorney Stedronsky.

Vice Chairman Iacino made a motion to accept the Minutes of the February 25, 2013 meeting, seconded by Commissioner Hunt and unanimously approved.

Commissioner Mickley made a motion to temporarily bypass item #2 of the agenda until Chairman Paige arrived. This was seconded by Commissioner Hunt and unanimously approved.

Under item #3 Mr. Newman provided an overview of the financial statements for Chestnut Grove, Greenwoods Garden for both North and South, and the Section 8 Program as well as the SRO Program. He indicated several accounts that indicated over spending at Chestnut Grove as related to the repairs due to the fire. He informed the Board that the WHA had received a compensation check from the insurance company and that a reversal of costs would take place impacting the accounts of the operating budget. Moments later Chairman Paige arrived.

Commissioner Mickley made a motion to enter executive session for the purpose of discussing pending consent decree litigation and other related items. This was seconded by Commissioner Iacino and unanimously approved.

Vice Chairman Iacino made a motion to leave Executive Session, seconded by Commissioner Mickley and unanimously approved.

Mr. Newman then reviewed the cash and investment report. He reminded the Board that severe cuts from HUD continued for both the Section 8 Program and now the Housing Programs. He indicated that he would be more specific under item #4. Her added that he was continuing to work closely with the HA's CPA, Ms. Wortman.

In providing an update on WHA Annual Plan, Mr. Newman reminded the Board that the Mayor had signed the upcoming Annual Plan.

He reminded the Board that Mr. Lefcowitz would be presenting to the Board, the Annual Plan, as well as answering any questions they might have. He added that a public hearing for 4:00 PM 3-25-13 would be taking place, followed by an appearance of Mr. Lefcowitz to provide a presentation to the Annual Plan to the Board, including a resolution of their approval of the 2013/2014 Annual Plan.

Next, Mr. Newman presented a revised, proposed budget for 2013/2014 for the HA, utilizing the revised budgets that were distributed to the Board. He pointed out that on March 6th, that a multitude of changes coming from HUD, Washington, had caused some basic, but profound impacts upon the WHA operating budgets. He pointed out that while specific, individual accounts within each budget had not been changed the subsidy funding from HUD had been drastically reduced. He pointed the Board's attention to the Chestnut Grove Operating Subsidy reduced to 76%, and the addition of all CFP Program funds into the Operating budget. The same, reduced proration impacted the Greenwoods Garden operating budget. The Section 8 budget was yielding a deficit of \$28,770.00, which would cause a layoff or part time position. Following a discussion by the Board, Chairman Paige made a motion *"to resolve to accept the revised 2013 / 2014 budget (March 6, 2013) as presented"*; this was seconded by Commissioner Mickley, and unanimously approved. Mr. Newman added that both staff members of the section 8 program had signed up for Occupancy Specialist training at Hartford in order for them to be more viable for housing management for other companies

Under the Section 8 Program Mr. Newman reported that two new clients would be coming on the program. He also reviewed with the Board the Monthly Accounting report as provided by Ms. Martigneni which indicated a balance of \$107,000 for the combined checking and money market accounts. This total differed from the report supplied by the HA's CPA in that they were supplied at different times of the current month. In addition, he illustrated to the Board a computation by Ms. Wortman that indicated a limit on funds for landlord payments for the remainder of the calendar year. He also showed the Board a graph illustrating a descending dollar amount for the Section 8 Program. In addition, he reviewed with the Board a comparison of HUD's Fair Market Rental rates as compared to an average of what WHA was currently paying.

The Housing Report indicated an increase in its Waiting List showing 163 applicants, up from 157.

Mr. Lefcowitz joined the meeting and presented a tentative Annual Plan, explaining the current multitude of changes from HUD Washington, and those already explained by Mr. Newman would possibly require changes. However, the Board, following a discussion, decided to move forward, Chairman Paige making a motion *"to resolve to accept the tentative Annual Plan as presented"* by Mr. Lefcowitz. This was seconded by Commissioner Hunt and unanimously approved.

Under old Business, Mr. Newman explained that he was holding off on the suggestion box and quiet time signs for the Community Room at Chestnut Grove until he had a an opportunity to meet with the Resident Advisory Board.

Under New Business Mr. Newman presented to the Board a cost reducing proposal from Bizz-Nuz for changing communications from IT&T to Charter cable to enhance the speed of information and phone use. He explained that this change would produce a \$2,500 per year savings. Following a discussion which included the cost saving, Commissioner Hunt made a motion to accept the change from AT&T to Charter, seconded by Commissioner Mickley and unanimously approved. Also under New Business, Mr. Newman reviewed with the Board the dramatic dollar savings all residents of Greenwoods Garden were experiencing as a result of the energy savings efforts of CL&P. He included that CL&P and the Housing Authority had contributed \$183,443. He continued by saying the Housing Authority was deserving of a re-computation of its utility allowance for the residents of Greenwoods, i.e. reducing the current utility allowance form \$115 to \$65. He told the Board that he would be looking into this and would keep them informed.

Also under New Business Mr. Newman informed the Board that the installation of the new housing software was continuing on schedule. Lastly he informed the Board that two residents had been discovered to have died in their apartments.

There being no further business, Commissioner Hunt made a motion to adjourn, seconded by Commissioner Mickley and unanimously approved.

Respectfully submitted,

**Fred W. Newman,
Executive Director**