

# Housing Authority of the Town of Winchester

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

*Anthony J. Page, Jr., - Chairman*  
*John R. Sullivan, - Vice-Chairman*  
*Neil R. Kelsey, - Treasurer*  
*June D. Mickley, - Assist. Treasurer*  
*John Iacino, - Commissioner*

*Fred W. Newman, - Executive Director*

## MINUTES

OCTOBER 25, 2010

7:00 P.M.

**A meeting of the Housing Authority was held on October 25, 2010 in the offices of the Housing Authority at 80 Chestnut Street, Winsted, CT.**

**Chairman Paige called the meeting to order. Present were Commissioners Mickley, Sullivan, Iacino and Mr. Newman.**

**Following a review of the Minutes of the meeting of September 27, 2010, Commissioner Sullivan made a motion to approve, seconded by Commissioner Iacino and unanimously approved.**

**Mr. Newman reviewed financials with the Board including the Performance to Budgets reports for the various entities. He pointed out various under and over expenditures under the various entities, providing explanations for all. In addition, he pointed out that based on the Board's endorsement to pre pay the grounds contractor for ice melt with a 115% allowance for both the CT-25 and E-72 Communities for snow removal payments were made. He explained that the prepayment was similar to the process followed in past years. Mr. Newman explained that the resident of Greenwoods Garden who was under eviction notice was to have his apartment inspected on October 29<sup>th</sup>. He mentioned that Winsted Housing Inspector was to accompany him.**

**Under the Section 8 and Housing reports Mr. Newman reported that a total of 223 clients were on the HCV program, and that four clients were porting out or going off the program. In addition, he mentioned that two applicant had been given notice to appear at the Section 8 office to receive their vouchers. He reported that there were 260 on the Section 8 Wait List and that 109 were within the local preference area. Under Housing he mentioned that the total number of Wait List numbers 82.**

**Mr. Newman recommended that changes be made to the Agency Book concerning Criteria for Admissions and Waiting List Preferences. Following a discussion concerning these topics, and as a recommendation by Mr. Newman, Commissioner Sullivan made a motion to resolve that *"Section 2.7, para. 2.7.1.4, sub para. a. be removed and abbreviated to***



*read “Initial screening will be limited to routine inquiries of the family and any other information provided to the HA regarding this matter”, and further, that sub para d. now read “Verification of any past activity will be done at final eligibility and may include a check of conviction records and/or a check of credit.”* The motion was seconded by Chairman Paige and unanimously approved.

Under Waiting List Preferences, Commissioner Mickley made a motion to resolve that *“Section 4.4, para. 4.4.1.1, sub para. a read “Due to increased costs involving postage and personnel time to process applications, The Winchester Housing Authority will be accepting applications from local families only (Winsted and it’s allied towns) for the Housing Choice Voucher Program (Section 8) waiting list. This is a temporary measure due to the present economic conditions, effective November 1, 2010”.* The motion was seconded by Commissioner Iacino and unanimously approved.

In an update concerning Greenwoods Federalization Mr. Newman reported that subsidy funding was expected starting January 2011, and that subsidy arrearage for the months of Oct, Nov, and Dec would be made up by HUD. Mr. Newman informed the Board that Charter Cable had digitalized its cable lines without informing the HA and that this action had nullified the channel 14 reception that Chestnut Grove residents used for their security system (for them to see who was at the front entrance calling them), and that a special (temporary) fix had been made by Charter. He added that Mr. Lefcowitz was working with Charter to permanently resolve this snafu. Mr. Newman’s read a letter from HUD’s Fair Housing unit informing the WHA that the case was formally closed involving the resident who wanted a tub.

Mr. Newman updated the Board concerning a report that was being prepared for the BOS concerning the severe impact on Winsted’s large increase of its senior population. He then reviewed with the Board the closing projects for the 2009 Capital Program, and introduced those that had been started for 2010.

Under New Business, Mr. Newman informed the Board that the WHA had received two grants for the use of a Resident Service Coordinator. He explained that the services would be for Chestnut Grove and the Federal portion of Greenwoods. Additionally, He informed the Board that due to an anticipated costly repair to the elevator at Chestnut Grove he was recommending that an independent professional elevator inspection company evaluate the elevator. The evaluation would be based on the original elevator installation and all modifications made to date. Based upon their findings a recommendation(s) would be made to the WHA. He estimated the cost to be \$2,000 - \$2500. The Board agreed that this would be the best approach before committing to a \$35,000 - \$45,000 expenditure should it be needed.

Mr. Newman showed the Board HUD Notice H2010-21 recommending Smoke-Free Housing Policy Implementation. He presented the details of the HUD notice to the Board. He then introduced a Board resolution, announcement notice and a recommended letter to residents. He read these to the Board. He mentioned that each of these documents had been examined and approved by Attorney Stedronsky, attorney for the HA, pointing out that a

provision in its lease for residents that policy changes take place from time to time that must be adhered to, (para. 17 and 18). He included that the documents that were obtained from the Milford Housing Authority which had enacted a smoke-free policy the preceding year. He added that several HA's across the country had already enacted a smoke-free policy. He reminded the Board that there had been a great number of apartments that required that the carpeting be replaced due to cigarette burns. He showed a number of photos of these burned carpets to the Board.

Following a lengthy discussion Chairman Paige made a motion to resolve that the Board of Commissioners of the Housing Authority of the Town of Winchester finds that:

*Whereas, the American Lung Association considers cigarette smoking the number one cause of preventable disease in the United States and both elderly and young disabled populations are especially vulnerable to the adverse effects of smoking.*

*Whereas, this concern was recently addressed by the Family Smoking prevention and Tobacco Control Act, P.L. 111-31, signed by the President on June 22, 2009.*

*Whereas, the Public Health Service's National Toxicology Program (NTP) has listed second hand smoke as a known carcinogen.*

*Whereas, Environmental Tobacco Smoke (ETS) can migrate between units in multifamily housing, potentially contributing to respiratory illness, heart disease, cancer and other adverse health effects in neighboring families, the U.S. Department of Housing & Urban Development (HUD) is encouraging PHAs to adopt non-smoking policies. HUD now requires PHAs to encourage non-smoking in public housing by promoting non-smoking policies in some or all of their public housing units.*

*Whereas, by reducing the public health risks associated with tobacco use, this policy will enhance the effectiveness of federal and local efforts to provide increased public health protection for residents of public housing. Smoking prevention is also an important method to reduce fires and fire-related deaths and injuries in public housing where even one incident puts all residents at risk.*

*Whereas, there is no safe level of exposure to secondhand smoke, and the American Society of Heating, Refrigerating and Air Conditioning Engineers (ASHRAE) bases its ventilation standards on totally smoke-free environments. Furthermore, ASHRAE has determined that there is currently no air filtration or other ventilation technology that can completely eliminate all the carcinogenic components in secondhand smoke and recommends that indoor environments be smoke-free in their entirety.*

*Now therefore, The Housing Authority of the Town of Winchester (WHA) adopts this smoke-free housing policy which applies to all residents of Chestnut Grove as of 1/1/2011.*

Commissioner Sullivan seconded this motion and the resolution was unanimously agreed upon. Under New Business Mr. Newman mentioned that since Ms. Jones' retirement that

**the office of Treasurer was open. He opened the floor for nominations. He explained that he had spoken with Mr. Kelsey earlier in the day mentioning this opening to him. He relayed a message from Mr. Kelsey to the Board that he (Mr. Kelsey) wanted the Board to know that he did not want to accept a nomination for the office since there were other members of the Board that may have served longer than he. The Board discussed and understood Mr. Kelsey's comments. The Board proceeded with nominations. Ms. Mickley made a motion to nominate Mr. Kelsey for the office of Treasurer, and it was seconded by Mr. Iacino, followed by a unanimous vote.**

**There being no other business, Commissioner Sullivan made a motion to adjourn, seconded by Ms. Mickley and unanimously approved.**

**Respectfully submitted,**

**Fred W. Newman**