

Winchester Housing

80 Chestnut Street, Winsted CT 06098



Equal Housing Opportunity



Senior Housing (860) 379-4573
Housing Choice Voucher Program (860) 379-7001
Fax (860) 379-0430
www.winchesterhousing.org

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

October 28, 2013

3:00 P.M.

A meeting of the Housing Authority was held on October 28, 2013 in the offices of the Housing Authority at 80 Chestnut Street, Winsted, CT.

Chairman Paige called the meeting to order. Present were Messer's Kelsey, Hunt, Iacino, Ms. Mickley and Mr. Newman. In addition, Attorneys Yale and Stedronsky were present, Attorney Stedronsky arriving a few moments later.

Chairman Paige called the meeting to order. While awaiting the arrival of Attorney Stedronsky, Commissioner Mickley made a motion to change the agenda to allow for item #3 to be considered. This motion was seconded by Commissioner Iacino and unanimously approved. Commissioner Kelsey made a motion to accept the Minutes of the September 23, 2013 meeting, seconded by Commissioner Mickley and unanimously approved.

Returning to the agenda's order of business, Commissioner Hunt, under item #1 made a motion to enter into Executive session in order to discuss pending litigation. This was seconded by Commissioner Iacino and unanimously approved.

Following the Executive session, Commissioner Iacino made a motion to return to a regular session, seconded by Commissioner Mickley and unanimously approved.

Commissioner Hunt made a motion to resolve that *"the Winchester Housing Authority Chairman, Anthony J. Paige, and it Executive Director, Fred W. Newman are authorized to settle the pending law suit, and consent decree according to the terms as recommended by Attorneys Yale and Stedronsky"*. This was seconded by Commissioner Kelsey and unanimously approved.

Upon the exit of Attorney Yale, Attorney Stedronsky took up, under item #2, a presentation to the Board of the Amended and Restated Certificate of Incorporation of the Winchester Housing Development Corporation. Mr. Newman reminded the Board of the reasons for separating the Winchester Housing Development Corporation from the Winchester Housing Authority. Attorney Stedronsky reviewed each of the items in the amended and restated certificate of incorporation of the WH Development Corporation. During his presentation he referenced the Amended and Restated By Laws of the WH Development Corporation.

Following a discussion among the Board members and under a motion by Chairman Paige, seconded by Commissioner Mickley, a series of resolutions (as attached to these minutes), were unanimously approved. In addition, Mr. Newman brought to the attention of the Board that Janet Wortman, CPA recommended that *the WHA receive compensation for all services provided by Mr. Newman and Ms. Hayes for the WHDC*. This recommendation was placed before the Board in the form of a resolution by Commissioner Mickley, seconded by Commissioner Iacino and unanimously approved. Lastly, Mr. Newman reviewed an "Entity Wide Balance Sheet Summary" as provided by Ms. Wortman, illustrating the removal of the WHA Dev Corp. funds from the Winchester Housing Authority (CT025) as of 6-30-13. Attorney Stedronsky left the meeting.

Under #4, a review of financials that Mr. Newman reviewed the cash and Investments report along with the performance to budget for each of the entities of the WHA. He pointed out to the Board that in light of the financial situation in Winsted, he wanted to have each Board member feel confident of the status of each entity. He also brought to the Board's attention the Statement of Net Assets for each entity. He reminded the Board that in addition to HUD's reduction by 40% of its support for administrative costs for the Section 8 Program, that its allotted operating subsidy for operation of the Housing entities had been reduced by 20%.

In closing, Mr. Newman informed the Board that two minor notes had been left by the auditor concerning the 2012-2013 fiscal year. They were 1. One invoice that did not contain the three approval signature and another were the date on a check preceded the approval Date by one day. Ha added that the auditor indicated that he would not include these in his report.

Under Housing and Section 8 reports, Mr. Newman informed the Board that there were a combined 141 applicants on the waiting lists. He informed the Board that due to the necessary caution there were 196 clients on the sec 8 Program.

Under #5, the transfer of the Section 8 Program, Mr. Newman provided a number of correspondence items that had taken place dealing with communications with the HUD, Hartford office, and the DSS agent.

Under #6, the Capital funding item Mr. Newman read from an email from Mr. Lefcowitz the status of the upcoming Capital allotment and the emergency, alarm system project.

Under Old Business, Mr. Newman reported that the insurance \$5,000 escrow claim, relating to the November fire had been received. He also reported that there was no Crime over the past quarter.

Under New Business Mr. Newman reported that the WHA had failed to be accepted by CHFA for the Small Improvement Program. He explained that the CHFA required that a philanthropic donation (to match 1/2 the cost of the application was not met. (WHA had intended to meet the matching contribution using its own funds.)

Also, Under new Business Mr. Newman informed the Board that there were two surplus items, an older computer having a \$50 value, and a non functioning scanner having a \$0 value, and that this be disposed of. The Board asked that the computer be cleaned of HA data and be given to a school or non-profit organization. Mr. Newman informed the Board that he had submitted the Annual Report to the Town.

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

Respectfully submitted,

Fred W. Newman,

Executive Director