

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

SEPTEMBER 27, 2010

7:00 P.M.

A meeting of the Housing Authority was held on September 27, 2010 in the offices of the Housing Authority at 80 Chestnut Street, Winsted, CT.

Vice Chairman Sullivan called the meeting to order. Present were Commissioners Mickley and Kelsey, and Mr. Newman.

Following a review of the Minutes of the meeting of August 23, 2010, Commissioner Kelsey made a motion to approve, seconded by Commissioner Mickley and unanimously approved. Mr. Newman reminded the Board that he had revised these minutes according the Board's recommendation.

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 a proposal from B&D Landscaping had been received involving the prepayment of \$10,000 for both the CT-25 and E-72 Communities for snow removal. He explained that the prepayment was similar to the process followed in past years in that B&D would allow a 15% credit to the snow removal accounts in both Communities. Early purchase allowed the firm to purchase salt for ice melting early at discount. Following a discussion, Commissioner Kelsey made a motion to prepay the \$10,000 for both Communities, seconded by Commissioner Mickley and unanimously approved. Mr. Newman explained that a resident of Greenwoods Garden was under eviction notice for not having paid the last three month's rent. He noted that the amount of rent due was about equal to the dollar amount missed on income.

Under the Section 8 and Housing reports Mr. Newman reported that a total of 225 clients were on the HCV program, and that five applicant had been given notice to appear at the Section 8 office to receive their vouchers, and that four were veterans. One each being from Litchfield, New Hartford, and Kent, and two from Winsted. He reported that there were 255 on the Section 8 Wait List and that 106 were within the local preference area. Under Housing he mentioned that the total number of Wait List numbers 86 and appeared to be on the rise once again. He also recommended that a change be made to the Agency Book concerning restrictions on moves, Chapter 13, para. 13.3.3, adding a sub para 13.3.3.1 detailing a restriction on moves. Following a discussion Commissioner Kelsey made a motion to resolve that under para 13.3.3.1 it include "*A client may relocate once in a*



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12-month period at their annual reexamination (anniversary) date. The client must provide a minimum of thirty (30) days written notice to their landlord with a copy to the Winchester Housing Authority. Exceptions may be considered if the client provides a written request indicating the necessity of the relocation to the Executive Director for his/her approval". The motion was seconded by Commissioner Mickley and unanimously approved.

A discussion took place following Mr. Newman's update on the Fair Housing issue involving a resident of Chestnut Grove requiring a bath tub. Mr. Newman read an exchange of emails between himself and the Equal Opportunity Specialist at the Hartford HUD office. Mr. Newman explained that he had requested a "conclusion report" from that office. The 9-13-10 response was that it was forthcoming "in the coming days".

In an update concerning Greenwoods Federalization Mr. Newman reported that the 26 residents (South) having their apartments Federalized were currently receiving their new leases, effective 10-1-10. Concerning the 14 residents (North), he informed the Board that he had met with them the previous week and updated them that there might be help on the way, but that he could not guarantee when. During the discussion with these residents he also told them that the WHA would not be able to offer a special discount to their rental rates as he had indicated in earlier meetings. The primary reason being that HUD would not be reimbursing the WHA with subsidy funding until January 2011. In the mean time the WHA would be required to withdraw subsidy funding from its reserves, the level of which would bring that total dangerously low. Following a discussion Commissioner Mickley made a motion to "*rescind the earlier resolution of 1-25-10 offering a rental discount to the 14 (North) residents*". The motion was seconded by Commissioner Kelsey and unanimously approved.

Mr. Newman shared a letter from a firm, LCR Enterprises, Inc., agent for Charter Cable outlining their desire that the WHA sign an agreement with Charter making them the sole telephone, TV and internet entity for Chestnut Grove. Following a discussion the Board unanimously recommended that the WHA disregard the recommendation.

Under Old Business Mr. Newman recalled the request for rental, landlord and rental voucher information from The Office of the Community Lawyer. The Board agreed that the answers provided were adequate. Mr. Newman showed the Board HUD Notice H2010-21 concerning Optional Smoke-Free Housing Policy Implementation. A discussion took place involving smoking at Chestnut Grove. Mr. Newman asked the Board for their opinion on moving forward with the smoke-free policy. Following a continued discussion it was recommended that he review more thoroughly the details of the HUD notice and bring options to the Board at its next meeting.

Under New Business, Mr. Newman informed the Board Commissioner Jones had submitted her resignation and that Mr. John Iacino had been placed in nomination to the BOS. He also included in his remarks that the office of Treasurer was made vacant by Ms. Jones' resignation, and that perhaps at a future meeting that there should be an election for this office. Also under new business, Mr. Newman reminded the Board that the elevator at Chestnut Grove was being considered for major repairs (cylinder replacement). Considering that the costs would be quite high and that timing was important. A loss of the elevator would have a dramatic impact on the residents. He recommended that a well experienced Elevator Inspector review the history, all records involving the elevator, including a proposal from a contractor be reviewed for a professional opinion and

recommendation to the Board. The Board agreed unanimously that the study take place for a reasonable fee and that a report with recommendations be provided. Lastly, Mr. Newman reported that no word had been received from the Glen owners.

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

Respectfully submitted,

Fred W. Newman