

Winchester Housing

80 Chestnut Street, Winsted CT 06098



Equal Housing Opportunity



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Anthony J. Paige, Chairman
Neil R. Kelsey, Vice Chairman
Joseph W. Lemelin, Treasurer

Helen Archer, Resident Commissioner

Joseph A. Forster, Commissioner
Jayne M. Martigneni, Executive
Director

Minutes
Winchester Housing Authority
Board of Commissioners Regular Meeting
September 25, 2017
3:00 p.m.
80 Chestnut Street
Winsted, CT 06098

1. Call to Order:

The meeting was called to order at 3:05 p.m. by Chairman Paige.

In attendance were: Chairman Anthony Paige, Vice Chairman Neil Kelsey, Commissioner Joseph Forster, Commissioner Helen Archer and Executive Director Jayne Martigneni. Commissioner Joseph Lemelin was absent.

2. Approval of the Minutes of the August 28, 2017 Board Meeting Minutes:

Vice Chairman Neil Kelsey had a correction to the August 28, 2017 Minutes. Under Old Business, section a., paragraph 2, the date is March 2017 and should be corrected to read March 2018. A Motion to approve the August 28, 2017 Minutes as corrected was made by Commissioner Forster, Seconded by Commissioner Archer. All were in favor.

3. Report of Financial Budgets/Statements for August 31, 2017:

The Executive Director reported that nothing was out of the ordinary regarding the August 31, 2017 Financial Budgets/Statements and we are within the budget for 2016/2017 fiscal year. She also explained that the Report of Management Discussion and Analysis Year Ended June 30, 2017 was going to be discussed and there was some positive reporting in that report. A Motion was made by Vice Chairman Kelsey, Seconded by Commissioner Forster to accept the Report of Financial Budgets/Statements for August 31, 2017. All were in favor.

4. Report of Management Discussion and Analysis Year Ended June 30, 2017:

The Executive Director brought the Board of Commissioners attention to page 1 of the report where the Financial Highlights of the Winchester Housing Authority show a net position of an increase of \$19,179. as of June 30, 2017 from the prior year. This is due to the current year excess of total revenue over total expenses. The excess total revenue over total expenses was \$19,179 for the year ended June 30, 2017 compared to a negative \$102,218. from the prior year.

Vice Chairman Kelsey commented that our excess of total revenue over total expenses went from a negative of \$107,218. in 2016 to an increase of \$19,179. and said that was very good. A Motion was made by Commissioner Forster, Seconded by Vice Chairman Neil Kelsey to approve the Report of Management Discussion and Analysis Year Ended June 30, 2017. All were in favor.

5. New Business:

The Executive Director explained that the canopy on the south side of Chestnut Grove is in very poor condition and will need to be replaced. She has decided to wait until the spring to replace it. All were in favor of that decision.

6. Old Business:

There was no old business to discuss.

7. Executive Director's Report:

No comments were made regarding the Executive Director's Report.

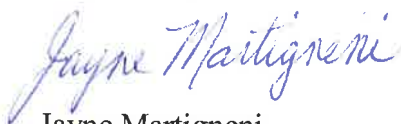
8. Public Comments:

Mr. Herbert Warner of Chestnut Grove, Apt. 4G mentioned that a notice was posted by the Executive Director that we no longer have a volunteer to pick up the day old pastries from Stop & Shop on Tuesday's and is looking for someone to volunteer. He suggested that the Winchester Housing Authority pay someone for gas to pick up the pastries. Chairman Paige informed Mr. Warner that the Housing Authority cannot do that. The Executive Director suggested taking the money from the tenant Services Account to pay someone to pick up the pastries.

9. Adjournment:

A Motion was made by Chairman Anthony Paige, Seconded by Commissioner Forster to adjourn the Regular Board of Commissioners Meeting at 3:25 p.m. All were in favor.

Respectfully submitted,



Jayne Martigneni
Executive Director