

Winchester Housing Authority

80 Chestnut Street, Winsted CT 06098



Senior Housing (860) 379-4573

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www.winchesterhousing.org



THE WINCHESTER HOUSING AUTHORITY BOARD OF COMMISSIONERS REGULAR MEETING MINUTES FOR DECEMBER 22, 2025

1. CALL TO ORDER

PRESENT: Peter Marchand, Chairman, called the December Regular Meeting of the Housing Authority to order at 3:03 pm. Attendance upon roll call:

PRESENT: Peter Marchand, Chairman, Anita Garnett, Commissioner, Ben Davis, Tenant Commissioner, Sally Mangione, Treasurer/Commissioner and Betsy R. Soto, Executive Director, PHM, VEM

ABSENT: Linda Groppo, Vice Chairman

2. MINUTES

On a motion made by Sally Mangione, Treasurer/Commissioner, the Regular Meeting Minutes of November 24, 2025, and Special Meeting Minutes of December 4, 2025, were approved as read. Second by Peter Marchand. All present voted for the approval of the motion. Motion carried.

3. REVIEW OF FINANCIALS FOR THE MONTH OF NOVEMBER 2025

After review and discussion of the November 2025 financial statements Peter Marchand, Chairman, made a motion to approve the financials as presented. Second by Sally Mangione, Treasurer/Commissioner. All present voted for the approval of the motion. Motion carried.

4. EXECUTIVE DIRECTOR REPORT

Chestnut Grove Security Cameras - Advance Video Security – All work except the elevator cameras are complete. The contractor and the engineer are working diligently to get the elevator company out to assist in the wire locations for the cameras. They are currently waiting to hear back with a day and time.

Chestnut Grove Elevator Addition - Burlington Construction – The JDA staff have begun the final closeout file and will be sending me pay recommendation.

Chestnut Grove - Fresh Paint Project - The administrative offices, waiting area, corridor, unit hallway and main entryway on the first floor have been painted. *Project Complete.*

Greenwoods Gardens Security Cameras - Advance Video Security - All the camera components have been installed. This site is now complete. Once Chestnut is complete, the JDA

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staff will perform the final punch list and then prepare the closeout file.

Greenwoods Garden Community Room Internet Access – Internet installation is now complete. *Project complete.*

Emergency Funding Grant – Application was submitted on Friday 12/5/2025. A meeting was held with the HUD field office and staff from the JDA office to go over the revisions requested. Once the revisions are complete, the application will be resubmitted.

5. OLD BUSINESS

NONE

6. NEW BUSINESS

NONE

7. PUBLIC COMMENT

NONE

8. EXECUTIVE SESSION

NONE

10. ADJOURNMENT

The December 22, 2025, Regular Meeting was adjourned at 3:32 pm on a motion by Peter Marchand, Chairman; seconded by Anita Garnett, Commissioner. All present voted for Approval of the motion. Motion carried.

Respectfully Submitted,

Betsy R. Soto, PHM, VEM
Executive Director
Winchester Housing Authority