

Winchester Housing

80 Chestnut Street, Winsted CT 06098



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

Betty Button, *Resident Commissioner*

Sally Mangione, Commissioner
Jayne M. Martigneni, Executive
Director

Minutes

Winchester Housing Authority
Board of Commissioners Annual Meeting
July 22, 2019
3:00 p.m.
80 Chestnut Street
Winsted, CT 06098

1. Call to Order:

The meeting was called to order at 3:00 p.m. by Vice-Chairman Neil Kelsey.

In attendance were: Vice Chairman Neil Kelsey, Treasurer, Joseph Lemelin, Commissioner Sally Mangione, Resident Commissioner Betty Button, Linda Groppo, Board Liaison and Executive Director, Jayne Martigneni. Absent: Chairman Anthony Paige.

2. Approval of the Minutes of the Regular Board Meeting of June 24, 2019:

A Motion to adopt the minutes of the June 24, 2019 Board Meeting, was made by Commissioner Mangione, Seconded by Commissioner Button. All were in favor.

3. Report of Financial Budgets/Statements for May 31, 2019:

The Executive Director explained that the line items that were overrun from the apartment turnovers were increased in the 2019/2020 Budget and we are in good financial shape going into the recently approved budget.

A Motion was made by Commissioner Lemelin, Seconded by Commissioner Mangione to accept the Financial Budget/Statements for June 2019. All were in favor.

4. Update Elevator Project at Chestnut Grove:

The Executive Director explained to the Board that the Request For Proposal for a Construction Manager will be published in the Republican American newspaper on Sunday, July 7, 2019 and Sunday, July 14, 2019.

5. Update Capital Fund Grant for the Chestnut Grove Elevator Project:

The Executive Director explained that there is \$114,469.00 in the Capital Fund Grant for 2017 that is required to be obligated by August 15, 2019. A letter was written to the Director at the Hartford Field Office of HUD on July 12, 2019 requesting an extension for one year or that the money be placed in the Reserve Account of the Winchester Housing

Authority to be used specifically for the elevator project. It is the culmination of three years of funding (2017, 2018 and 2019) from the Capital Fund Grant that is required in order to be able to complete the elevator project at Chestnut Grove. We are waiting for an answer from HUD.

6. Old Business:

a. Eviction Update:

The tenant in Unit 1E that was in the process of eviction for smoking in the apartment at Chestnut Grove was admitted to a convalescent home.

7. Executive Director's Report:

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

8. Public Comments:

There were no public comments.

9. Adjournment:

A Motion was made by Commissioner Lemelin, Seconded by Commissioner Mangione to adjourn the meeting at 3:12 p.m. All were in favor.

Respectfully Submitted,



Jayne Martigneni
Executive Director