

Winchester Housing

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Anthony J. Palge, 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 Annual Meeting

May 22, 2017

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 Chairman Anthony Paige. Present were Commissioner Neil Kelsey, Commissioner Joseph Lemelin, Helen Archer, Commissioner Joseph Forster and Executive Director, Jayne Martigneni.

2. Approval of the Minutes of the Regular Board Meeting of April 24, 2017:

A motion to adopt the minutes, of the April 24, 2017 Board Meeting, was made by Chairman Anthony Paige. *Commissioner Neil Kelsey made a Motion to correct the Minutes of the April 24, 2017 Board of Commissioners Meeting and to clarify that he was not in attendance at the April 24, 2017 Meeting. Commissioner Lemelin made to motion to accept the corrected Minutes of the April 24, 2017 during the May 22, 2017 Annual Board Meeting. All were in favor.*

Commissioner Joseph Lemelin made a Motion to correct the letterhead of the Minutes of the April 24, 2017 Board Meeting. Commissioner Lemelin's middle initial is not A. it is W. Commissioner Archer seconded the Motion to accept the corrected Minutes of the April 24, 2017 Board of Commissioners Meeting. All were in favor.

3. Report of Financial Budgets/Statements for April 2017:

The Executive Director explained that we were over on a few line items in the budget but not by much, the accountant was not too concerned about it. The Executive Director is currently working on the annual budget for 2017-2018.

A Motion was made by Commissioner Forster, Seconded by Commissioner Kelsey to approve the Financial Budget/Statements for April 2017. All were in favor.

4. New Business:

The Executive Director reported that the two newest Policies, Lock-Out Policy and the Smoke-Free Policy, have been added to Section 3 of the Administrative Plan Book. They Were previously approved the Board of Commissioners of the Winchester Housing Authority.

A Motion was made by Commissioner Archer, Seconded by Commissioner Forster to approve the addition of the two newest Policies to the Administrative Plan Book for the Winchester Housing Authority. All were in favor.

5. Old Business:

There was no old business to discuss.

6. Executive Director's Report:

A Motion was made by Commissioner Lemelin, Seconded by Commissioner Archer to accept the Executive Directors's Report for April 2017. All were in favor.

7. Public Comments:

Mr. John Nannery, Apt. 2A, Chestnut Grove asked for clarification from the Executive Director regarding the elimination of the Social Event Coordinator's position. The Executive Director explained to him that Rosemary Bonaguide. The Social Event Coordinator will no longer be performing those duties for the residents of Chestnut Grove and Greenwoods Garden.

8. Executive Session to discuss personnel matters:

A Motion was made by Commissioner Lemelin, Seconded by Chairman Paige to enter into Executive Session at 3:22 p.m. All were in favor.

A Motion was made by Commissioner Kelsey, Seconded by Commissioner Lemelin to exit Executive Session at 3:39 p.m. All were in favor.

9. Adjournment

A Motion was made by Commissioner Lemelin, Seconded by Commissioner Archer to adjourn the Annual Meeting meeting at 3:31 p.m. All were in favor.

Respectfully submitted,



Jayne Martigneni
Executive Director