

WINDSOR LOCKS HOUSING AUTHORITY
120 SOUTHWEST AVENUE
WINDSOR LOCKS, CT 06096
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MINUTES OF THE WINDSOR LOCKS HOUSING AUTHORITY

Monday, June 5, 2017
120/124 Southwest Avenue

6:30 P.M.
Windsor Locks, CT 06096

The Windsor Locks Housing Authority met in Regular Meeting Monday, June 5, 2017 at 120/124 Southwest Avenue, Windsor Locks, CT 06096 at 6:30 P.M., the date, time and place duly established for the holding of such meeting. The meeting was called to order at 6:46 P.M. by Carl Philbrick, Chairman.

ROLL CALL

The following were present: Carl Philbrick, Chairman, Ann Marie Claffey, Commissioner, Joyce Welch, Tenant Commissioner; and Jaimie Mantie, Executive Director.

Absent: Michael Jordan, Sr., Vice-Chairman, Commissioner.

PUBLIC

Linda Cray, 124 Southwest Ave., Apt. S-23, Windsor Locks, CT 06096.
Suzanne Chikar, 11 Grove St., Apt. C101, Windsor Locks, CT 06096.

MINUTES

Joyce Welch, Tenant Commissioner, made a motion to approve the minutes of the Monday, May 1, 2017 Meeting, seconded by Ann Marie Claffey, Commissioner, to approve the minutes as mailed, said minutes were approved.

PUBLIC INPUT

None.

UNFINISHED BUSINESS

- Open Tenant Board Member Position for Southwest Ave. Jaimie Mantie, Executive Director reported the board does not meet in July or August and is hoping to have the Tenant Commissioner position filed by the September meeting. The vote will be held this month, then to the selectmen for approval. She stated they will have restrictions that the statutes state are allowed. Resident in housing should be a qualifying member who is the resident, not a visiting person who has moved into a tenant's apartment. Resident who had a background check, and is in good standing. Residents were required to attend a meeting and vote at determined time. Ms. Mantie is going to change to a longer time frame during the day to vote for working residents. All of this will be added to the By-Laws. A third party is to conduct the vote.

- Expiring lease with Town of Windsor Locks for 41 Oak Street. Ms. Mantie, Executive Director stated there has been no word.

NEW BUSINESS

- Southwest Ave. 30th Anniversary Celebration update. Jaimie Mantie, Executive Director reported it was a great party, a good turnout, good food, they decorated the community room. Jean Glazier and Russ Macintyre attended.
- Draft letter to HUD concerning the Section 8 waiting list. Ms. Mantie gave the board a draft letter to HUD. Discussion of list of preferences, locations of applicants, availability, and length of time on waiting list. She will add items discussed and will wait a couple days for the members to come up with any additional thoughts. If not further changes the letter will be sent.

PUBLIC INPUT

Suzanne Chikar, 11 Grove St., Apt. C101, Windsor Locks, CT 06096 asked about the number of visitor parking spots and that residents are parking in the visitor spots at Grove Street. Jaimie Mantie, Executive Director stated residents and their vehicles come first before visitors for parking spots. Three apartments are coming available, two are already taken and residents will be moving in soon; and the third will be filled soon. Building A has extra spaces available for visitors to park and the left side of Grove Street parking is allowed.

EXECUTIVE SESSION

Ann Marie Claffey, Commissioner made a motion to go to Executive Session at 7:15 PM for the discussion of employee matters, seconded by Joyce Welch, Tenant Commissioner. Executive Session ended at 7:40 PM.

- Ms. Jaimie Mantie, Executive Director presented the Board with the July 1, 2017 budgets for all programs. Ms. Mantie explained the budgets are very similar too last year’s budget except for an increase in insurance because of the chestnut hill apartment fire. The Section 8 Program has had more cuts which requires the other programs to increase. Joyce Welch, Tenant Commissioner made a motion to approve the 2017 Annual Budgets for all programs, and seconded by Ann Marie Claffey, Commissioner.

ADJOURNMENT

There being no further business to come before the meeting, upon a motion by Joyce Welch, Tenant Commissioner, and seconded by Ann Marie Claffey, Commissioner, the meeting was adjourned at 7:43 P.M.

Respectfully Submitted,

Diane D. Allen, Recording Secretary

Attest: _____
Jaimie Mantie, Executive Director

(SEAL)