

MINUTES OF THE WINDSOR LOCKS HOUSING AUTHORITY

Monday, September 10, 2018  
120/124 Southwest Avenue

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

The Windsor Locks Housing Authority met in a Regular Meeting Monday, September 10, 2018 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 6:40 P.M. by Carl Philbrick, Chairman Commissioner.

**ROLL CALL**

The following were present: Carl Philbrick, Chairman; Michael Jordan, Sr., Vice-Chairman Commissioner; Ann Marie Claffey, Commissioner; Christopher Latournes, Commissioner; Joyce Welch, Tenant Commissioner; and Jaimie Mantie, Executive Director.

Absent: Linda Cray, Tenant Commissioner

**MINUTES**

Joyce Welch, Tenant Commissioner, made a motion to approve the minutes of the Monday, June 4, 2018 Meeting, seconded by Christopher Latournes, Commissioner to approve the minutes as mailed, said minutes were approved.

Michael Jordan, Sr., Vice-Chairman, Commissioner, made a motion to approve the minutes of the Monday, July 23, 2018 Meeting, seconded by Joyce Welch, Tenant Commissioner to approve the minutes as mailed, said minutes were approved.

**PUBLIC (Agenda Items)**

N/A

**UNFINISHED BUISNESS**

*Tabled from November 7, 2016 Meeting.*

- Expiring lease with Town of Windsor Locks for 41 Oak Street.

## **NEW BUSINESS**

- 41 Oak Street Property – Ms. Jaimie Mantie, Executive Director stated she is working with Attorney Storms and Storms about tracing property information for 41 Oak Street.
- 50 Chestnut Street Flood – Ms. Jaimie Mantie, Executive Director stated on August 18, 2018 the WLPD contacted her to inform her there was a flood at 50 Chestnut Street. Ms. Mantie stated she contacted Christopher Kervick, First Selectman and Philip Sissick, Public Works Director to assist with cleaning out the brook behind the Chestnut Hill Apartments. Ms. Mantie stated no assistance was given and that the WLHA Staff had to clean out the brook to prevent the first-floor units from flooding. Ms. Mantie stated on August 30, 2018 there was a meeting with the WLHA and Public Works to discuss the brook. It was decided a written legal agreement was to be established. Ms. Mantie stated she is having Attorney Storms and Storms research property lines.
- WLHA HUD Waiting List Management Policy – Ms. Jaimie Mantie, Executive Director presented the Board a copy of the WLHA waiting list policy.
- New Staff Member – Ms. Jaimie Mantie, Executive Director stated the WLHA has a new employee for the Administrative Assistant Position.
- RAD Pre-Application – Ms. Jaimie Mantie, Executive Director stated she would like to conduct more research about the RAD program before an official application was submitted.

## **PUBLIC**

Shirley Albizu 82 Oak Street Windsor Locks - Ms. Albizu voiced her concerns with her current Section 8 apartment and the WLHA.

- Executive Session – Legal Matters Concerning Violation of Smoke Free Housing Policy.

Michael Jordan, Vice-Chairman made a motion to go into Executive Session and seconded by Joyce Welch, Tenant Commissioner. Executive Session began at 8:00 P.M.

Christopher Latournes, Commissioner made a motion to leave Executive Session and seconded by Ann Marie Claffey, Commissioner. Executive Session ended at 8:30 P.M.

- Smoke Free Housing - A discussion took place that the Board of Commissioners would consider voting at the next meeting to ban smoking completely on the WLHA properties.

## **ADJOURNMENT**

There being no further business to come before the meeting, upon a motion by Michael Jordan, Vice-Chairman, and seconded by Ann Marie Claffey, Commissioner, the meeting was adjourned at 8:31 P.M.

