

**WINDSOR LOCKS HOUSING AUTHORITY**  
120 SOUTHWEST AVENUE  
WINDSOR LOCKS, CT 06096  
860-627-1455 / 860-627-1456  
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MINUTES OF THE WINDSOR LOCKS HOUSING AUTHORITY

Monday, September 11, 2017  
120/124 Southwest Avenue

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

The Windsor Locks Housing Authority met in Regular Meeting Monday, September 11, 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 6:32 P.M. by Carl Philbrick, Chairman.

**ROLL CALL**

The following were present: Carl Philbrick, Chairman, Michael Jordan, Sr., Vice-Chairman, Commissioner, Ann Marie Claffey, Commissioner, Joyce Welch, Tenant Commissioner; Jaimie Mantie, Executive Director, Chris Getz, WLHA Maintenance Assistant, Chris Kervick, First Selectman, and Philip J. Sissick, Public Works Director.

Absent: None.

**PUBLIC**

None.

**MINUTES**

Joyce Welch, Tenant Commissioner, made a motion to approve the minutes of the Monday, June 5, 2017 Meeting, seconded by Ann Marie Claffey, Commissioner, to approve the minutes as mailed, said minutes were approved. Michael Jordan, Sr., Vice-Chairman, Commissioner abstained.

**PUBLIC INPUT**

None.

**UNFINISHED BUSINESS**

- Open Tenant Board Member Position for Southwest Ave. Jaimie Mantie, Executive Director stated only one person is interested in the position and she will submit her name to the First Selectman for approval.
  
- Expiring lease with Town of Windsor Locks for 41 Oak Street. Ms. Mantie, Executive Director stated there has been no word. Chris Kervick, First Selectman stated he will look into the lease and apologized for the delay.

**NEW BUSINESS**

- Southwest Ave. Green Bank Video Celebration. Jaimie Mantie, Executive Director reported last week they held a movie premier for the commercial, pizza was provided for the residents.

- Jaimie Mantie, Executive Director reported on the Oak and Grove Street solar projects. New roofs will be needed, we could use capital funds before HUD takes the funds back. She will go out to bid for the new roofs which will need special clips installed for the solar panels. Chestnut Street has two boilers for heat for the tenant apartments, discussion on adding meters for each apartment. Ms. Mantie stated she has talked with LaPierre Electrical Contractors and they stated they could put in individual meters. A walk through with the companies will be needed to address all aspects of the project. Discussion on the Grove St. flag pole and center circle, which is on town property, does not have a light, and the flag has been replaced in the past always by the town however, the new Public Works Director explained to Ms. Mantie that the towns budget doesn't have funding to keep replacing the flag. Discussion will continue.
- Employee Healthcare. Jaimie Mantie, Executive Director stated she spoke with Anthem, they base the premiums on age, which was cheaper than the towns high deductible plan. She pulled out of the town's plan. Chris Kervick, First Selectman stated the WLHA can join the towns plan and did not feel it was expensive. Ms. Mantie stated she nor the other staff cannot afford a \$9,000.00 deductible plan.
- Jaimie Mantie, Executive Director reported Section 8 was cut again.
- Property Line Discussion and Maintenance Responsibilities. Chris Kervick, First Selectman stated Public Works Director, Philip J. Sissick has looked at lawn mowing and projects in town. Some are subcontracted out, some areas are privately owned, some areas are with the HA, and the schools. Chris Getz, WLHA Maintenance Assistant, stated he has always mowed the town property at Southwest Ave., and plowed the town area of the drive/parking area, and the town has taken care of the leaf removal. Walkways on Main and Oak Street need attention. Jaimie Mantie, Executive Director stated WLHA owns the land and building at Southwest Ave. Philip Sissick, Public Works Director stated the land could be a right of way which the owners (HA) would be required to maintain; which includes snow removal, which the town is not responsible for. Jaimie Mantie, Executive Director asked for an agreement with Mr. Kervick, First Selectman. Mr. Sissick stated the Board of Finance has cut his overtime costs and he needs to keep, overtime costs down. Discussion on the town providing a small amount of salt to the HA for winter snow/ice, which it does provide for the town's residents, but not to companies, condo's, and should not have to provide for the HA. Ms. Mantie, Executive Director stated there are 116 families/tenant apartments. Carl Philbrick, Chairman stated the salt is needed for those 116 families, which are town residents. Chris Kervick, First Selectman asked to start with a list to identify areas that need to be reviewed. Mr. Sissick will look it over, and if they cannot agree, Mr. Kervick, First Selectman, will help resolve it. Michael Jordan, Vice Chairman, Commissioner asked if the Board felt it was necessary to invite the Board of Finance members as town residents to talk about this compromise. Chris Kervick, First Selectman, stated let's see where we each stand, define it, and hopefully resolve it.

**PUBLIC INPUT**

None.

**ADJOURNMENT**

There being no further business to come before the meeting, upon a motion by Michael Jordan, Sr., Vice-Chairman, Commissioner, and seconded by Joyce Welch, Tenant Commissioner, the meeting was adjourned at 7:51 P.M.

Respectfully Submitted,

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Diane D. Allen, Recording Secretary

Attest: \_\_\_\_\_ (SEAL)  
Jaimie Mantie, Executive Director