

**Regular Meeting Wednesday, March 13, 2024
Country Ridge, 6:00 P.M.**

MINUTES

A regular meeting was held by the Housing Authority on Wednesday, March 13, 2024, at Country Ridge – 6:00 P.M.

Chairwoman Janelle Wilk called the meeting to order at 6:05 p.m.

1. Roll Call

Members Present: Janelle Wilk – Chairwoman
 Dan DiVito – Vice Chairman
 Sharon Pratt – Resident Commissioner
 Denise Russ – Commissioner

Absent:

Others Present: Russ Antonacci, Manager
 Lori Finke, Property Manager

2. Chairwoman’s Report

Chairwoman Janelle Wilk reported: “Happy Early St. Patrick’s Day”. I have been saying for a while we will be getting a commissioner, and his name is Pete; unfortunately, his indorsement did not make it to the Town Council in time to be sworn in as a WHA commissioner. I have double checked, and it will definitely be done at Town Council next week. In the meantime, he is very eager so he decided to come but cannot sit with us right now as he hasn’t been sworn in yet, but he is our new commissioner.

3. Approval of Minutes

a. Regular Meeting, February 14, 2024

A motion was made by Dan DiVito and seconded by Densie Russ to approve the Regular meeting minutes of February 14, 2024.

Discussion: none.

By voice vote the motion was passed unanimously

4. Approval of bills paid in March 2024

A question was asked about the \$700.00 for office supplies, if it is in another line item?

Lori Finke, Property Manager answered it was under office supplies because we do not have the RSC yet. She would normally get \$300.00 and the \$400.00 for cameras and it was put under office supplies.

Russ Antonacci, Manager added we should reclassify the cameras with the office supplies under security.

Discussion with the commission on having a credit card for the Housing Authority.

A motion was made by Dan DiVito and seconded by Sharon Pratt to accept the bills for March 2024.

By voice vote the motion was passed unanimously

5. Property Manager's Report

Lori Finke, Property Manager reported:

- a. Update on Buckingham Windows – the job is 100% complete.
- b. Available apartments – We did have eight, two and a half months ago. We are down to four open right now, two at Country Ridge, Buckingham Ridge is full and two at Truman Terrace. I may hear by next week if we have a new resident for Truman Terrace.
- c. Update on recertifications - Out of 116, I have 89 of them done.

Discussion on the walk-in showers and prices.

Questions were asked about the cameras, who can have access to them and do we have cameras in the community room.

More discussion about steps in getting a credit card for the Housing Authority.

Russ Antonacci, Manager gave an update in regard to the architect providing a capital needs assessment for Country Ridge. It came to a dollar amount of over 3 million dollars. There is The Small Cities Community Block Grant provided by HUD to capture this money. With the funds we will do the roofs, replace all the sidewalks, and a number of other projects are available. We need the Town of Watertown to participate, I have drafted a Request for Proposal for grant writers in Connecticut. I have drafted an advertisement for the Town when they

solicit the proposals with these grant writers. I have provided all this information to the Town Manager's Office with steps. Hopefully that will start next week, once that takes place the grant consultant will assist us with the application.

6. Resident Commissioner Report

Sharon Pratt reported:

1. I went down to Buckingham Terrace last week and there was a Q&A session. I tried to answer everyone's question.
2. She has been making calls with RSC's stuff and directing people.

Denise Russ spoke in regard to SNAP due to personal information. There is access for help in Town with Laura at the Senior Center and the Social Service Office. Appointments can be made with the senior bus.

7. Public Participation

Joyce DeMarest CR 18 spoke
Debra Manley CR 13 spoke
Susan DuBay CR 29 spoke
Joy Goldfarb BT C-8 spoke
Sharon Pratt TT C-3 spoke
Phyllis West BT B-7 spoke

It was noted there will be clarity at the next meeting on the election process and the votes.

It was also noted that when the thaw has come with the weather, there will be a walk through will all three communities looking at the roads and trees.

Lori Finke, Property Manager said the reason we took the tree down was due to people slipping on the sidewalk.

Discussion on single- and double-unit placement and the waiting list.

8. Adjournment

A motion was made by Dan DiVito and seconded by Sharon Pratt to adjourn meeting at 6:52 p.m.

By voice vote the motion was passed unanimously

Janelle Wilk
Watertown Housing Authority