

**WATERTOWN HOUSING AUTHORITY
1091 Buckingham Street
Watertown, Ct 06795**

**Special Meeting Wednesday, December 20, 2023
Country Ridge, 6:00 P.M.**

MINUTES

A special meeting was held by the Housing Authority on Wednesday, December 20, 2023 at Country Ridge – 6:00 P.M.

Chairwoman Janelle Wilk called the meeting to order at 6:00 p.m.

1. Roll Call

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

Absent:

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

2. Chairwoman’s Report – “Happy Holidays” I hope everyone had a nice Thanksgiving. I know this is a busy time of the year so I want to thank all commissioners for being here and making the time to be here tonight. We do have a packed agenda; I want to be mindful and respectful of everyone’s time and try to make this go as quick as possible. I hope everyone has a safe and happy holiday.

3. Approval of Minutes

- a. Regular Meeting, November 8, 2023

A motion was made by Denise Russ, and seconded by Dan DiVito to accept the regular meeting minutes of November 8, 2023.

Discussion: none.

By voice vote the motion was passed unanimously

4. Approval of bills paid for December 2023

a. December 2023

A motion was made by Dan DiVito, and seconded by Sharon Pratt to approve the bills for December 2023.

By voice vote the motion was passed unanimously

5. New Business

a. Discussion and possible action 2024 on meeting dates

Chairwoman Janelle Wilk we did catch one error it says March 15th, it should be March 13th and January 10th will be a conflict for the two us and will have to change the date so we can all be here.

A motion was made by Denise Russ, and seconded by Dan DiVito to approve the meeting dates for 2024.

By voice vote the motion was passed unanimously

b. Discussion and possible action on sealed bids for glass replacement for Buckingham Terrace.

Marino's Waterbury Glass	\$28,750
AHOVA Home Improvement	\$77,100

Discussion among the commission regarding the bids.

A motion was made by Dan DiVito, and seconded by Sharon Pratt to approve the bid for Marino's Waterbury Glass.

By voice vote the motion was passed unanimously

c. Discussion and possible action on 2024 Budget

Russ Antonacci reviewed the budget figures with the commission.

A motion was made by Dan DiVito, and seconded by Sharon Pratt to accept version two 2024 budget.

By voice vote the motion was passed unanimously

6. Property Manager's Report

Lori Finke reported:

- a. Available Apartments – A total of 8 apartments are open. Three of them are rented for January 1st, 2 at Buckingham Terrace, and 1 at Truman Terrace. Still open are 2 at Country Ridge, 2 at Truman Terrace and 1 at Buckingham Terrace.
- b. Update on resumes for RSC replacement – received 111 resumes.
- c. Work Orders – from November 7 to December 20th having 41 workorders with 8 open.

7. Resident Commissioner Report

Sharon Pratt reported:

1. The Christmas parties started Monday; everyone had a good time, the only thing missing was the Christmas Music due to no power.

8. Public Participation

Joyce DeMarest
Carol Minicucci
Gerry Gilbert
Debra Manley

9. Adjournment

A motion was made by Sharon Pratt and seconded by Denise Russ to adjourn meeting at 7:47 p.m.

By voice vote the motion was passed unanimously

Chairwoman Janelle Wilk
Watertown Housing Authority