

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

**Meeting Wednesday, September 11, 2024
Country Ridge, 6:00 P.M.**

MINUTES

A meeting was held by the Housing Authority on Wednesday, September 11, 2024 at Country Ridge – 6:00 P.M.

Vice Chairman Dan DiVito called the meeting to order at 6:00 P.M..

1. Roll Call

Members Present:

Dan DiVito – Vice Chairman
Peter Mucciarone – Commissioner
Denise Russ – Commissioner

Absent:

Janelle Wilk – Chairwoman
Sharon Pratt – Resident Commissioner
Russell Antonacci – Manager

Others Present:

Lori Finke, On-Site Property Manager

2. Chairwoman’s Report:

Dan DiVito asked to take a moment of silence in honor of those lost on September 11th.

Dan thanked everyone for taking the moment of silence. Dan mentioned that Janelle was not able to make the meeting tonight so there is not going to be a Chairwoman’s report.

3. Approval of Minutes

a. Regular Meeting Truman Terrace, August 14, 2024

A motion was made by Denise Russ, and seconded by Peter Mucciarone to approve the Regular meeting minutes of August 14, 2024.

Discussion: none

Aye: DiVito, Russ, Mucciarone
Nay: 0
Abstain: 0

4. Approval of Bills
a. August bills

Denise Russ had two questions. The first question was regarding the Home Depot bill for \$3,075.85. Lori responded that we have started to purchase refrigerators (2) and stove (1) from Home Depot. We have been having to many issues with All Star Appliance. Refrigerators being purchase from All Star are failing shortly after the 1-year warranty has expired. Pricing from Home Depot is very close to the same price as All Star with the exception that we are now getting a 3-year warranty instead of a 1-year warranty. So going forward, as long as the appliances from Home Depot work well we will stick with purchasing from Home Depot.

The second question was regarding the request for RSC petty cash in the amount of \$176.19. Denise did not understand why there was a request for RSC money because the RSC had not started yet. Lori responded that money was still being reimbursed to residents that were purchasing snacks for the coffee hours until the new RSC starts. The \$176.19 is the difference between what is on hand in the cash box and the \$300.00 per month allowance.

Lori informed the Commission that the new RSC started on September 10, 2024

Motion was made by Denise Russ, and seconded by Pete Mucciarone to approve the August bills.

5. New Business

No New Business

6. Old Business

No Old Business

7. Property Management Report

a. Available Apartments

- a. Country Ridge: (2) apartments have been filled. CR 4 on August 1st and CR 14 on September 1st. Unfortunately, we had a death at Country Ridge and that apartment is now open
- b. Buckingham Terrace: Unfortunately, we had a death at Buckingham Terrace and that apartment is now open.
- c. Truman Terrace has (1) open apartment that is currently being updated. This will be ready to show the week of September 23rd.

b. Work Orders

- a. 27 workorders were opened between 8/14/24 - 9/9/24. (4) still open. Lori is working with Terry to use a different software to track workorders. This should be accomplished by the end of September.

8. Resident Commissioner Report:

No Report

9. Public Participation:

Deborah Manley CR 13 Spoke
Carol Minicucci CR 27 Spoke
Joyce DeMarest CR 18 Spoke
Donato Perugini CR 19 Spoke
Phyllis West BT B-7 Spoke

10. Adjournment:

A motion was made by Dan DeVito and second by Denise Russ to adjourn at 6:19 P.M.

Dan DiVito
Watertown Housing Authority