

**Watertown Housing Authority
Regular Meeting**

Meeting Date: July 9, 2025
Meeting Time: 6:00 p.m.
Meeting Place: Buckingham Terrace

Members Present: Ms. Janelle Wilk, Chairwoman
Mr. Dan DiVito, Vice Chairman
Mr. Peter Mucciarone, Commissioner
Ms. Denise Russ, Commissioner
Ms. Sharon Pratt, Resident Commissioner

Members Absent: Mr. Russ Antonacci, Manager

Others Present: Ms. Lori Finke, Property Manager
Mr. Lance Valentino, Property Manager

1) Roll Call**2) Chairwoman's Report – Ms. Wilk**

Happy July everyone. I hope everyone is enjoying your summer. I'm going to stop for one second because I have to say is already included in this agenda, but what I'm going to say is, is that, sorry I did the agenda while I was sick, so it's a little messed up. What we do need to do on the agenda, if we look at it, we have to add the old business. So, when you see five, right? So, five new business, we're going to add in six to put old business after new business. And then for the new business A and B, that has to go into old business. And then we'll do new business C as A.

Everyone should proceed in the packet. The minutes from June 11th, 2025, regular meeting. Are there any questions? Can I have a motion to move those minutes as present as presented?

Everyone should receive in their packet the bills for July, 2025. Are there any questions?

3) Approval of Minutes

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| Agenda Item: | 3.1 |
| Subject: | To Approve the Minutes of the June 11 th , 2025 Housing Authority Regular Meeting Minutes – Country Ridge |
| Motion Presented By: | Mr. DiVito |
| Motion Seconded By: | Mr. Mucciarone |
| Text of the Motion: | So moved. |

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| Discussion: | None |
| Opposed: | None |
| Abstained: | Ms. Russ |
| Vote: | Motion passed |

4) Approval of Bills Paid

Ms. Russ asked about the risk retention line. It was noted that this is insurance. There is only a certain amount of companies that will insure housing authorities and that is one of the 12 we have.

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| Agenda Item: | 4.1 |
| Subject: | To Approve the bills for April 2025 |
| Motion Presented By: | Mr. DiVito |
| Motion Seconded By: | Ms. Russ |
| Text of the Motion: | So moved. |
| Discussion: | None |
| Opposed: | None |
| Abstained: | None |
| Vote: | Motion passed |

5) New Business

Ms. Wilk - Moving on to new business A, which is now discussion of possible action on bids for new rail fencing for Truman Terrace. For anyone that doesn't know there's fencing along the bottom of Truman where you park. So just say when you first pull in that bottom lot, there's this rail fencing that's bent up because obviously we want that up because we don't want anybody to go over the hill, the cliff or getting hurt. It was rotten like bad. It was not safe at all. So, it was already kind of taken down and worked on. Lance and Lori were kind enough to get three bids. Just need an approval to go through those because that needs to be done basically ASAP because it is a safety concern obviously I don't want anybody driving off. Of the three bids, Rockland is the cheapest at like \$5700, then Eagle at about \$6100 and Champion at \$9890. All three were to do the same work.

Of the 19 poles that are down there, 13 are rotted out. We are asking for quotes on that also. We would like all three to have the option to price out the poles as well. I would like it done sooner rather than later as it is nerve wracking to not have anything there. Once we have all of the information, we can just do a quick zoom meeting, that will be like five minutes. Is that good? And as soon as possible if we can just literally I'd rather, I just don't want that to stay open and God forbid something happened. All right. So, if you can get that to us and then just let us know and then we'll just have copies done once you get them and then we'll come up with a time. It'll be five minutes. Perfect. Okay, so we're tabling this. May I have a motion to table this?

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| Agenda Item: | 5.1 |
| Subject: | To Table the Motion for Bids on Rail Fencing at Truman Terrace |
| Motion Presented By: | Ms. Russ |
| Motion Seconded By: | Mr. DiVito |
| Text of the Motion: | So moved. |
| Discussion: | None |
| Opposed: | None |
| Abstained: | None |
| Vote: | Motion passed |

Mr. Valentino will reach out to all of the companies to get quotes for the rest of the fence.

6) Old Business – Sidewalk and Paving at Country Ridge

Ms. Wilk – At our last meeting we did receive one bid, only one bid for the paving and the sidewalk. I would like everybody's opinion on this because I have my own opinion as to, I don't think that we should do this right now. I think we should hold on it and I think that we should wait until all the heavy work is done up at Country Ridge and if anything needs to be patched, there's a safety concern, of course we'll do that. But I think we wait and we wait until the roofs are done. We get that grant money, we do the bulk of the work and then we have them come in and we actually put it out how we normally put bids out but maybe come up with putting on large on talks or something too so we get more bids in because we got one bid and that's not really good. I just don't think people were aware of looking at the newspaper. Newspapers are great. I'm not quite too sure how many people will read the newspaper so I don't know what everybody else's opinion. I'm only one person but just that's my thought.

After some discussion, it was decided to hold off on receiving new bid until all of the construction is done.

May I have a motion to hold off until the construction is done and we put it back to bid.

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| Agenda Item: | 6.1 |
| Subject: | To Delay Bidding on the Sidewalk and Paving at Country Ridge |
| Motion Presented By: | Mr. DiVito |
| Motion Seconded By: | Ms. Russ |
| Text of the Motion: | So moved. |
| Discussion: | None |
| Opposed: | None |
| Abstained: | None |

Vote:

Motion passed

7) Property Manager's Report – Mr. Valentino

Mr. Valentino – As of now, we still have two apartments available at Truman. They're being worked on and they will be rented out hopefully by the end of this month coming up. And as far as work orders 25 have been completed and one is still open and we have three variances. First variances for Country Ridge #25. She would like to have her paint refreshed in her apartment. Been there for 12 years. It does look a little discolored. So, she would like to have it refreshed and repainted the whole. I have seen it and it is needed.

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| Agenda Item: | 7.1 |
| Subject: | To Approve the Painting at #25 Country Ridge |
| Motion Presented By: | Ms. Russ |
| Motion Seconded By: | Mr. DiVito |
| Text of the Motion: | So moved. |
| Discussion: | None |
| Opposed: | None |
| Abstained: | None |
| Vote: | Motion passed |

Mr. Valentino – Second variance is C7 Truman Terrace. He would like to put the storage unit of his apartment, a picture of it where he wants to set it up at on the side dealer next to his apartment. This is ones that have been officially purchased before. And a lot of the tenants there have the same version of this storage unit.

Ms. Pratt noted that she wanted to make sure he can't purchase any one he wants, he must buy one that is the same dimensions and size as units approved in the past.

After discussion from the Board, it was decided that the tenants may have the cabinet if they have the same size unit of storage and Lori/Lance will get the tenant those dimensions.

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| Agenda Item: | 7.2 |
| Subject: | To Approve a Storage Unit for Truman Terrace C7 |
| Motion Presented By: | Mr. DiVito |
| Motion Seconded By: | Mr. Mucciarone |
| Text of the Motion: | So moved. |
| Discussion: | None |
| Opposed: | None |
| Abstained: | None |

Vote:

Motion passed

Mr. Valentino – The third one is C14 at Truman Terrace who wants to take position of a storage unit that was previously at another tenants site. It is being gifted to him. He just wants to move it to his unit in the same space.

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| Agenda Item: | 7.3 |
| Subject: | To Approve a Storage Unit for Truman Terrace C14 |
| Motion Presented By: | Mr. DiVito |
| Motion Seconded By: | Ms. Russ |
| Text of the Motion: | So moved. |
| Discussion: | None |
| Opposed: | None |
| Abstained: | None |
| Vote: | Motion passed |

8) Resident Service Coordinator Report

Ms. Finke - I have a copy of the newsletter that I gave out this month with the calendar. We had two picnics so far. Two, now one to go. These folks are going to get their picnic tomorrow. It was successful both days; the food was good and company was good. So that's once a year thing that we do. So, we'll get through tomorrow and I can wait until next year to do that again. We had Casey Romeo Funeral Home here visited all three sites during June and I think everybody agreed that they were very informative. He got thrown so many questions at him and he was able to answer them all. So that went very well. And we get our quarterly, we have pizza party and birthday cake another week during the month we're going to do it every quarter so we just throw all the names down on it so we enjoy that. Let's see. I have one speaker, it's not on here because she just confirmed yesterday I was asked to bring in an insurance person to talk about renter's insurance. A lot of people have it. We have a couple people up at Country Ridge that showed me their policy. They're paying \$1,300 a year, which is for a house, not for an apartment. So, I want her to come in and explain what they really need to have. Basically, they're paying what other people are paying for what they're paying each month. What the person will pay for one year. We want that she's going to come in and explain how it works. She's not to push one place or another. Just information and knowledge just to help the folks out. Also, in your packet, I did put a note at the top because there's question I wanted the commissioners to know who I've spoken to and what's going on with the residents. I had 17 conversations basically since the 11th of June to 17 four at Country Ridge Buckingham. There was eight, three of those were follow up on that eight and then Truman, there were five and a couple of those were follow also.

9) Resident Commissioner Report – Ms. Pratt

No report

10) Public Participation

Tom St. Onge – Buckingham Terrace Unit B2

Joy Goldfarb – Buckingham Terrace Unit C8

Jean O’Brien – Buckingham Terrace Unit B6

11) Adjournment

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| Agenda Item: | 11.1 |
| Subject: | To Adjourn the Meeting |
| Motion Presented By: | Mr. DiVito |
| Motion Seconded By: | Ms. Russ |
| Text of the Motion: | So moved. |
| Discussion: | None |
| Opposed: | None |
| Abstained: | None |
| Vote: | Motion Passes |

The meeting adjourned at 6:43 p.m.

Respectfully Submitted,

Mindi Davidson
Recording Secretary