



Watertown Housing Authority

1091 Buckingham Street

Watertown, CT 06795

Watertown Housing Authority
Commissioner Report
February 12, 2025





Watertown Housing Authority

1091 Buckingham Street

Watertown, CT 06795

**Regular Meeting Wednesday, February 12th 2025
Truman, 6:00 P.M.**

Agenda

1. Roll Call
2. Election of Officers
3. Chairwoman's Report
4. Approval of Minutes
 - a. Regular Meeting Buckingham, January 8th
5. Approval of bills paid for
 - a. February 2025
6. New Business
 - a. A. Discussion and possible action on sealed bids for roof replacement for Country Ridge Building 12-15
7. Old Business
 - a. Laundry Machine Updates
 - b. Radiator Cleaning Project Update
 - c. Community Center Painting Update
8. Property Manager's Report
 - a. Introduction of Lance Valentino
 - b. Available Apartments
 - c. Work Orders
 - d. Variance Requests
9. Resident Commissioner Report
10. Public Participation
11. Adjournment

Regular Meeting Wednesday, January 8, 2025
Buckingham Terrace, 6:00 P.M.

MINUTES

A regular meeting was held by the Housing Authority on Wednesday, January 8, 2025 at Buckingham Terrace – 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
 Denise Russ – Commissioner
 Peter Mucciarone - Commissioner

Absent: Dan DiVito – Vice Chairman
 Sharon Pratt – Resident Commissioner

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

2. Chairwoman's Report

Chairwoman Janelle Wilk reported: Happy New Year. I hope everyone had a nice Holiday Season.

Once again everything I have to say is already on tonight's agenda.

3. Approval of Minutes

a. Regular Meeting, December 11, 2024

A motion was made by Denise Russ, and 2nd by Peter Mucciarone to approve the Regular meeting minutes of December 11, 2024.

Discussion: none

Aye: Russ, Mucciarone, Wilk

Nay: 0

Abstain: 0

Motion Carries

4. Approval of bills paid in January 2025

Denise Russ questioned the payment to Complete LLC for mulch. Lori explained that Complete LLC had hired a new office employee and when they sent the original invoice in early summer, it was sent to an incorrect email address. When

Complete questioned why they had not gotten paid the email address was corrected and a new invoice was sent. Also, Denise questioned about the two Petty Cash line items. It was explained that one was for the RSC reimbursements and the other for office purchases.

Peter Mucciarone questioned the invoice for the shower replacement. It was explained that the price included demo, materials, and labor to install the new shower/tub.

A motion was made by Denise Russ, and seconded by Peter Mucciarone to accept the bills for January 2025.

Aye: Mucciarone, Russ, Wilk

Nay: 0

Abstain: 0

Motion Carries

5. New Business:

(Janelle Wilk added a section 5b to the New Business for the purpose of discussion and possible action on painting the Community Centers at both Buckingham Terrace and Country Ridge.)

- a. Discussion and possible action for putting a bid submission in the newspapers for roof replacement of a roof at Country Ridge building 12 – 15.
 - i. The scope of work for the roof replacement was in the handout given to you at the meeting.
 - ii. At our last meeting a resident said that she had another leak in her apartment. This was the third or fourth time that this section of the roof had leaked.
 - iii. Russ and Scott have looked at the roof and patches were made in the past. At the last meeting Russ said that the roof would be checked to see if the roof should be repair again or if the roof should be replaced. It has been decided that the entire roof will need replacing at this time.
 - iv. Janelle made a motion to put the bid request into the two local newspapers.
 1. A motion was made by Denise Russ add the bid requests into the newspapers, Peter Mucciarone 2nd the motion.

Aye: Mucciarone, Russ, Wilk
Nay: 0
Abstain: 0
Motion Carries

Janelle stated that in your handout there are (2) individual estimates for painting at the WHA. Each estimate has the breakdown for the work that will be done at Buckingham Terrace and Country Ridge.

Janelle explained that although the cost to paint each Community Center is under the level for a formal vote, she wanted the residents to know that painting is being planned for the two Community Centers.

Janelle would like a motion to made to complete the painting at both Buckingham Terrace and Country Ridge's Community Centers.

A motion was made by Denise Russ to perform the painting at the two Community Centers per the estimates, Peter Mucciarone 2nd the motion.

Aye: Mucciarone, Russ, Wilk
Nay: 0
Abstain: 0
Motion Carries

6. Property Manager's Report

- a. Available apartments: 2 total open apartments. (1) at Truman Terrace and (1) at Buckingham Terrace.
- b. Work Orders during the holiday season were a total of 23 with 5 open.
- c. Russ reached out to Peter Testa who is the contact for the Small Cities Grant. There is not an update at-this-time. There may not be a decision made until March. This is the reason that we will move forward with replacing the leaking roof at Country Ridge as soon as possible.

7. Public Participation

- a. Tom St. Onge BT B-2 Spoke
- b. Pat Packard BT E-7 Spoke
- c. Kathy Licnikas BT D-6 Spoke
- d. Phyllis West BT B-7 Spoke
- e. Jean O'Brien BT B-6 Spoke
- f. Claire Roberts BT E-3 Spoke
- g. Janet Ayotte BT B-3 Spoke

8. Executive Session

- a. Personnel Matters – Discussion and possible action concerning RSC Position
 - i. Chair Janelle Wilk: I move that the board go into Executive Session for the purpose of a discussion concerning the Resident Service Coordinator position. Attending the executive session will be Denise Russ, Pete Mucciarone, Russ Antonacci, Lori Finke, and myself Janelle Wilk. Time in 7:08 PM.

Time out 7:20 PM

9. Regular Session

- a. A motion was made by Denise Russ that Lori Finke becomes the RSC for 24 hours per week, 3 days a week that will begin February 3, 2025, and Peter Mucciarone 2nd the motion.

Aye: Mucciarone, Russ, Wilk

Nay: 0

Abstain: 0

Motion Carries

10. Motion to adjourn meeting at 7:24 PM by Denise Russ and 2nd by Peter Mucciarone.

Janelle Wilk
Watertown Housing Authority



WHA PAYABLES

2/7/2025
10:44 AM

Watertown Housing Authority
Accounts Payable
February 2025

Type	Date	Num	Name	Memo	Location	Amount
Bill	12/01/2024	BT D2	3J's Painting LLC	BTD2 prep&paint walls, ceiling, door, trim, closet	Buckingham Terrace	1,820.00
Bill	12/15/2024	ALL GC	3J's Painting LLC	ALL clean gutters	All	1,575.00
Bill	01/03/2025	CR CC	3J's Painting LLC	CR CC prep & paint	Country Ridge	550.00
Bill	01/08/2025	TT C11	3J's Painting LLC	TT C11 ceiling and walls remove mold, paint&prep	Truman Terrace	4,655.00
Bill	01/15/2025	Bt & CR paint	3J's Painting LLC	Bt & CR paint		971.99
Bill	01/20/2025	CR CC paint	3J's Painting LLC	CR CC paint	Country Ridge	4,080.00
Bill	01/20/2025	BT CC paint	3J's Painting LLC	BT CC paint	Buckingham Terrace	2,980.00
Bill	01/24/2025	CR paint	3J's Painting LLC	CR paint	Country Ridge	893.90
Bill	01/20/2025	paint&repair	3J's Painting LLC	paint&repair	All	2,170.00
Bill	01/24/2025	123007 012425	Ace Hardware of Watertown	monthly charges	All	360.51
Bill	01/25/2025	065879	Alarm Masters Inc	CR service call	Country Ridge	85.00
Bill	01/10/2025	119-PKLP-TF4F	Amazon.com	BT stacking chairs	Buckingham Terrace	349.99
Bill	01/10/2025	13L6-RFFJ-QYCT	Amazon.com	range filter	Buckingham Terrace	30.25
Bill	01/19/2025	1K4N-V3QR-4XKN	Amazon.com	Curtains	All	87.08
Bill	01/23/2025	1T1G-RL11-D9VC	Amazon.com	Bingo cards, music trivia	All	68.80
Bill	01/24/2025	1GVY-R4VR-MKHF	Amazon.com	CR SD card for camera	Country Ridge	35.25
Bill	01/26/2025	1F7J-FQRH-TV9P	Amazon.com	CR poster frame	Country Ridge	36.99
Bill	01/26/2025	14Q4-RWWW-3MW6	Amazon.com	TT security camer	Truman Terrace	46.70
Bill	01/27/2025	1L7K-ML9Y-1KPN	Amazon.com	CR mason jar centerpieces	Country Ridge	80.46
Bill	01/28/2025	1DCR-JMLP-FV9C	Amazon.com	CR canvas wall art	Country Ridge	53.76
Bill	01/28/2025	11DC-6TK9-GX7W	Amazon.com	TT - bookcase	Truman Terrace	35.87
Bill	01/29/2025	1W4W-613C-49MX	Amazon.com	CR curtians	Country Ridge	234.99
Bill	01/30/2025	11L3-DKTQ-1WVV	Amazon.com	CR coffee	Country Ridge	39.75
Bill	01/01/2025	i152547	American Rooter LLC	CR preventive maintenance water jet	Country Ridge	1,800.00
Bill	02/01/2025	519714	Complete LLC	monthly contracted services	All	6,750.00
Bill	01/07/2025	102611	Dumouchel Paper	supplies	All	255.28
Bill	02/03/2025	250201496101	Edwards Answering Service Enterprises Inc	monthly service	All	34.73
Bill	01/02/2025	5139 798 3032	Eversource	Service 12/02/24-01/02/25	Truman Terrace	129.73
Bill	01/15/2025	5113 216 4021	Eversource	Service 12/15/24-01/15/25	Buckingham Terrace	160.88
Bill	01/28/2025	5102 066 4066	Eversource	Service 12/27/24-01/28/25	Truman Terrace	240.27
Bill	01/28/2025	5113 216 4021	Eversource	Service 12/27/24-01/28/25	Buckingham Terrace	254.56
Bill	01/28/2025	5113 818 3082	Eversource	Service 12/27/24-01/28/25	Truman Terrace	1,027.63
Bill	01/28/2025	5125 298 3036	Eversource	Service 12/27/24-01/28/25	Buckingham Terrace	932.36
Bill	01/28/2025	5129 979 3026	Eversource	Service 12/27/24-01/28/25	Country Ridge	58.58
Bill	01/28/2025	5131 089 3094	Eversource	Service 12/27/24-01/28/25	Country Ridge	52.64
Bill	01/28/2025	5135 689 3081	Eversource	Service 12/27/24-01/28/25	Country Ridge	616.65
Bill	01/28/2025	5141 028 3030	Eversource	Service 12/27/24-01/28/25	Truman Terrace	49.20
Bill	01/28/2025	5141 089 3093	Eversource	Service 12/27/24-01/28/25	Country Ridge	75.09
Bill	01/28/2025	5144 889 3081	Eversource	Service 12/27/24-01/28/25	Country Ridge	52.96
Bill	01/28/2025	5147 056 4014	Eversource	Service 12/27/24-01/28/25	Country Ridge	77.90
Bill	01/28/2025	5152 818 3080	Eversource	Service 12/27/24-01/28/25	Truman Terrace	140.16
Bill	01/28/2025	5154 889 3080	Eversource	Service 12/27/24-01/28/25	Country Ridge	48.91
Bill	01/28/2025	5155 789 3047	Eversource	Service 12/27/24-01/28/25	Country Ridge	85.69

2/7/2025
10:44 AM

Watertown Housing Authority
Accounts Payable
February 2025

Type	Date	Num	Name	Memo	Location	Amount
Bill	01/28/2025	5160 799 3003	Eversource	Service 12/27/24-01/28/25	Country Ridge	75.09
Bill	01/28/2025	5161 089 3091	Eversource	Service 12/27/24-01/28/25	Country Ridge	51.39
Bill	01/28/2025	5175 889 3077	Eversource	Service 12/27/24-01/28/25	Country Ridge	78.53
Bill	01/28/2025	5181 389 3054	Eversource	Service 12/27/24-01/28/25	Country Ridge	74.78
Bill	01/28/2025	5190 799 3000	Eversource	Service 12/27/24-01/28/25	Country Ridge	79.47
Bill	01/28/2025	5191 018 3029	Eversource	Service 12/27/24-01/28/25	Truman Terrace	135.86
Bill	12/27/2024	5760 163 0056	Eversource - Gas	Service 11/25/24-12/25/24	Country Ridge	345.50
Bill	12/27/2024	5784 051 0028	Eversource - Gas	Service 11/25/24-12/25/24	Country Ridge	141.05
Bill	01/28/2025	5760 163 0056	Eversource - Gas	Service 12/27/24-01/28/25	Country Ridge	394.94
Bill	01/24/2025	6035 3221 5317 6031	Home Depot	6035 3221 5317 6031	All	3,455.61
Bill	12/10/2024	07881-138731-01-1	Optimum BT	Service - 01/15-02/14/25	Buckingham Terrace	246.41
Bill	12/10/2024	07881-134130-01-9	Optimum CR	Service - 01/15-02/14/25	Country Ridge	285.98
Bill	12/10/2024	07881-138730-01-3	Optimum TT	Service - 01/15-02/14/25	Truman Terrace	256.41
Bill	01/30/2025	013025	Petty Cash	office supplies	All	265.79
Bill	01/02/2025	13460	Pilicy & Ryan, PC	TT legal matter	Truman Terrace	944.00
Bill	01/02/2025	13425	Pilicy & Ryan, PC	TT legal matter	Truman Terrace	524.00
Bill	01/10/2025	8401	PJ Electric, Inc.	BT E7 service call	Buckingham Terrace	150.00
Bill	01/10/2025	8400	PJ Electric, Inc.	BT D1 service call	Buckingham Terrace	201.64
Bill	01/14/2025	8415	PJ Electric, Inc.	BT A7 service call	Buckingham Terrace	179.48
Bill	01/16/2025	8425	PJ Electric, Inc.	CR service call	Country Ridge	192.30
Bill	01/23/2025	8430	PJ Electric, Inc.	TT C10 service call	Truman Terrace	258.22
Bill	02/05/2025	8473	PJ Electric, Inc.	TT B4 service call	Truman Terrace	112.50
Bill	01/31/2025	963622-008	Prime Publishers, Inc.	TT request for bid Roof bldg 4	Truman Terrace	178.50
Bill	02/01/2025	5364	Propertyworx LLC	Feb 2025 management services	All	7,138.00
Bill	01/31/2025	5370	Propertyworx LLC	reimbursement for remote computer services	All	165.00
Bill	01/30/2025	25182	Ray Palmer Plumbing & Heating, Inc.	CR unit 4,18,28,40 service calls	Country Ridge	332.19
Bill	01/30/2025	25183	Ray Palmer Plumbing & Heating, Inc.	TT B-9, C-17, C20 replace water heaters	Truman Terrace	2,658.91
Bill	01/09/2025	25181	Ray Palmer Plumbing & Heating, Inc.	BT B-8 service call	Buckingham Terrace	104.39
Bill	01/30/2025	013025	RSC - petty cash	funding for RSC activities	All	68.54
Bill	02/01/2025	0603172789BT	USA Hauling & Recycling Inc	BT monthly service	Buckingham Terrace	437.23
Bill	02/01/2025	0603172790CR	USA Hauling & Recycling Inc	CR monthly service	Country Ridge	437.23
Bill	02/01/2025	0603172788TT	USA Hauling & Recycling Inc	TT monthly charge	Truman Terrace	502.40
Bill	01/24/2025	1020740 0125	Watertown Fire District	TT Service 12/16/24-01/15/25	Truman Terrace	316.91
Bill	01/01/2025	0304132000CR	Watertown WSA	CR 09/30/24-12/31/24	Country Ridge	2,754.94
Bill	01/01/2025	0304130000BT	Watertown WSA	BT 09/30/24-12/31/24	Buckingham Terrace	1,994.18
Bill	01/07/2025	4362	Worxshop LLC	Dec 2024 - Maintenance & Repairs BT	Buckingham Terrace	1,925.00
Bill	01/07/2025	4363	Worxshop LLC	Dec 2024 - Maintenance & Repairs CR	Country Ridge	2,268.75
Bill	01/07/2025	4364	Worxshop LLC	Dec 2024 - Maintenance & Repairs TT	Truman Terrace	3,148.75

66,964.38



New Business



Old Business



Property Manager Update

Open Apartments as of February 12, 2025

Complex	Unit #	Condition / Necessary Work	Comment
Country Ridge			
Full			
Buckingham Terr.			
1			
	D2	Vacated by tenant transfer	One refusal still showing
Truman Terrace			
1	C-12		Apartment is being updated
New Tenants since 11/1/2020			
Country Ridge			
	31	Irene Lucewicz	12/1/2020
	34	Charles Mordenti (Wife passed 1/21)	1/1/2021
	32	Claire Cipriano	10/1/2021
	26	Mario Mancini	7/1/2022
	34	Louella Plaut	8/15/2022
	40	Arnold Torretta	3/1/2023
	7	Edward & Lynn Marti	3/1/2024
	4	Nancy Brooks	8/1/2024
	14	Andrea Smith	9/1/2024
Buckingham Terr			
	B-5	Chiarini Orsini	11/15/2020
	B-2	Wendy Cote	1/15/2021
	C-2	Margret Hillman	3/1/2021
	C-6	Valerie Whitford	5/1/2021
	C-5	Steven Pappineau	6/1/2021
	A-6	Thomas St. Onge	8/15/2021
	C-4	Domenic Petro	9/1/2021
	D-2	Mark Rayel	6/1/2022
	A-2	Josephine Brantmeyer	11/1/2022
	A-3	Kevin Kiefer	6/1/2023
	B-7	Phyllis West	9/15/2023
	D4	Tanya Johnson	11/1/2023

	A-6	Mark Docchio	1/1/2024
	A-7	Elsa Williams	1/1/2024
	C-7	Menuhkisqua Benedict	3/1/2024
	B-5	Anthony Faressa	11/15/2024
Truman Terr.			
	C-13	Judith Wrogg	12/1/2020
	C-11	Robin Lynn Teach	4/1/2021
	C-17	Francis Membrino	4/1/2021
	C-1	Gertrude Druan	8/15/2021
	A-8	Lisa Perrucci	9/1/2021
	B-2	Diane Lautenschlager	9/1/2021
	B-5	Roger Anctil	10/15/2021
	B-10	Maureen Murray	11/12/2021
	B-1	Rosemary Ann LoRusso	12/17/2021
	B-4	William Behr	12/17/2021
	B-1	Keivn Pzafer	8/1/2022
	C-19	Edmond Charette	9/1/2022
	C-15	Madeline DiStiso	9/1/2022
	B-12	Janice Gentil	11/1/2022
	A-3	Patricia Nielson	3/1/2023
	B-1	Janine Kiefer	5/1/2023
	A-8	Samuel McCleary	5/15/2023
	B-7	Jeffery Grenier	9/1/2023
	C-6	Nancy Woodward	10/15/2023
	B-5	Anthony Raimo	1/1/2023
	C-7	Tony and Cathy Macelis	6/21/2024
	C-16	Martin Finley	6/10/2024
Transfers			
Buckingham Terr.	A-6 - A1	Marza Noss	12/12/2020
Truman Terr.	C-15 - C-5	Ayriye Osman	8/1/2021
Truman Terr.	B-1 - C-14	Keivn Dzafer	11/1/2022
Buckingham Terr.	A- 6 - B-2	Tom St. Onge	12/15/2022
Truman Terr	B-7 - C-9	Karen Searles	1/4/2023
Truman Terr	C-16- B4	Richard Gaynor	7/1/2023

Country Ridge	CR14 - CR20	Gloria Rossi	5/5/2024
Country Ridge	D-2 - 22	Mark Rayel	11/1/2024
Truman Terr.	C12 - A1	Thomas Wills	11/1/2024

49 Work Orders

WO#	STATUS	WORKORDER TITLE	LAST UPDATED	CREATED ON
2061	Complete	BT B2 Toilet may need new wax ring. Leaking	01/10/25	01/09/25
2106	Open	BT C-4 Kitchen sink is clogged	02/10/25	02/10/25
2088	Complete	BT C-8 Please put a cone in two spaces on the sidewalks.	01/28/25	01/27/25
2063	Complete	BT C C10 new chairs need to be assembled	01/15/25	01/10/25
2080	Complete	BT C C Misc storage from items in Community Room	01/23/25	01/23/25
2058	Complete	BT D1 Kitchen sink is backing up	01/09/25	01/08/25
2077	Complete	BT D1 Kitchen sink plumbing is leaking	01/21/25	01/21/25
2069	Complete	BT D-2 Wash floor and replace screen	01/31/25	01/15/25
2076	Complete	BT E-8 Saturday emergency- toilet wasn't working	01/21/25	01/21/25
2068	Complete	BT B-6 Bedroom window will not close tight	01/21/25	01/14/25
2085	Complete	C-14 Brown water oozing from under toilet	01/28/25	01/24/25
2107	Open	CR I Kitchen sink sprayer needs replacing.	02/10/25	02/10/25
2070	Complete	CR 19 Issues with screen door from the wind.	01/23/25	01/15/25
2084	Complete	CR19 Please replace stove	02/04/25	01/24/25
2062	Complete	CR19 Please replace the chain on the front screen door.	01/10/25	01/09/25
2092	Complete	CR Kitchen is draining slowly.	01/28/25	01/27/25
2105	Complete	CR22 Toilet clogged	02/07/25	02/07/25
2094	Complete	CR 28 Replace missing glass on front screen door.	01/29/25	01/28/25
		CR 31 Roof leak		

2087	Open	and doing wall damage in the kitchen.,	01/27/25	01/27/25
2059	Complete	CR 32 Deliver new stove	01/10/25	01/09/25
2083	Complete	CR36Remove light fixtures from ceiling	01/31/25	01/24/25
2074	Complete	CR CC Please hang the brackets and rod for the curtains	01/21/25	01/21/25
2079	Complete	CR CC ladies room. Toilet is hanging up	01/24/25	01/22/25
2093	Complete	CR Hang camera to overlook lower dumpsters	01/31/25	01/27/25
2089	Complete	CR Office Remove old curtains/rods hang new.	01/29/25	01/27/25
2073	Complete	CR Walk around with Alarm Masters	01/21/25	01/17/25
2104	Open	Refuse Run	02/05/25	02/05/25
2101	Complete	TT A-3 Please check the refrigerator.	02/04/25	02/03/25
2072	Complete	TT A-3 Please replace the toilet	01/21/25	01/17/25
2081	Open	TTA-7 Bathroom Vanity needs to be replaced	01/23/25	01/23/25
2075	Complete	TTA-7 Bathroom sink elbow is rotten	01/21/25	01/21/25
2060	Complete	TT A-7 Replace stove	01/10/25	01/09/25
2065	Complete	TTAll apartments and cc-Alaarm Masters	01/16/25	01/14/25
2078	Complete	TT 8-12 Please check the refrigerator	01/23/25	01/21/25
2102	Complete	TT B-7 Possible leak from HWH	02/04/25	02/03/25
2071	Complete	TT B-7 Seal on refrigerator is coming off	01/21/25	01/17/25
2100	Complete	TT B4 Bathroom ceiling light keeps flickering	02/03/25	01/31/25
2067	Complete	TT C-1 Change the refrigerator doors	01/23/25	01/14/25
2082	Complete	TTC-1 Main door doesn't close tight all of the time.	01/28/25	01/24/25
2064	Complete	TT C-11 Check the hole in the tub	01/16/25	01/13/25

2066	Complete	TT C-12 Treat the floor in this apartment	01/21/25	01/14/25
2099	Complete	TT C-3 Piping under kitchen sink is leaking.	01/31/25	01/31/25
2086	Complete	TT C-3 Toilet tank isn't filling with water	01/28/25	01/27/25
2091	Complete	TT CC Please change the lock for PO Box C2	01/29/25	01/27/25
2103	Complete	TT Light Bulbs out at C4	02/05/25	02/05/25
2095	Complete	TT/CC Build bookcase	01/31/25	01/29/25
2097	Complete	Truman Terr B1	02/04/25	01/29/25
2098	Complete	Truman Terr. B/2	02/04/25	01/29/25
01/29/25 2090	Complete	BT Take Alarm Masters around to the 40 apartments for inspection	01/31/25	01/27/25

Watertown Housing Authority
Variance Request

COMMUNITY: Truman Terrace

Unit Number: B-11 Date Submitted: _____

First Name: Frank Last Name: Brickett

Home Phone: 860-483-1154 Cell Phone: _____

Describe in full the work you are requesting permission to have done. Please include name of contractor, copy of contractor's license and insurance certificate and an estimated time of completion.

I would like to replace my Kitchen ceiling with
a ceiling fan/light combo. This will be provided by resident
and installed by a licensed electrician.

I understand the Watertown Housing Authority is NOT responsible for maintenance or replacement of items requested by this variance unless otherwise specified. Should you replace existing equipment such as a refrigerator, counter top etc., you understand that if you vacate the apartment all items stay with the apartment.

If this variance is a request to change the paint color of the walls within the specified apartment, you may be asked to return the walls to the original color if you decide to vacate the apartment.

Responsibility for maintenance and/or replacement of items relative to this variance is a renter's responsibility.

Approval of this *Variance Request* shall not be interpreted, as a waiver of any permit or license required by law. A Variance Request can be rescinded after the fact if there is a problem with the result which can lead to removal.

Resident Signature: Frank Brickett

You may submit this form at the Office located at 1091 Buckingham Street or you may drop it in the Black Drop Box in your Community Center.

For Administrative Use Only:

The Commission: Approves _____ Disapproves this variance request. _____

Explanation: _____

Approved by: _____ Date: _____

Watertown Housing Authority
Variance Request

COMMUNITY: Truman Terrace

Unit Number: C 20

Date Submitted: 01/22/2025

First Name: Bill

Last Name: Danicis

Home Phone: 860 322 7732

Cell Phone: _____

Describe in full the work you are requesting permission to have done. Please include name of contractor, copy of contractor's license and insurance certificate and an estimated time of completion.

Put storage cabinet under stairwell out side my door. My apartment is located inside a common stairwell.

I understand the Watertown Housing Authority is NOT responsible for maintenance or replacement of items requested by this variance unless otherwise specified. Should you replace existing equipment such as a refrigerator, counter top etc., you understand that if you vacate the apartment all items stay with the apartment.

If this variance is a request to change the paint color of the walls within the specified apartment, you may be asked to return the walls to the original color if you decide to vacate the apartment.

Responsibility for maintenance and/or replacement of items relative to this variance is a renter's responsibility.

Approval of this *Variance Request* shall not be interpreted, as a waiver of any permit or license required by law. A Variance Request can be rescinded after the fact if there is a problem with the result which can lead to removal.

Resident Signature: William Danicis

You may submit this form at the Office located at 1091 Buckingham Street or you may drop it in the Black Drop Box in your Community Center.

For Administrative Use Only:

The Commission: Approves _____ Disapproves this variance request. _____

Explanation: _____

Approved by: _____ Date: _____

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Under Staircase
inside hall

Truman
C 19-20

xxxxxx wall
xxxxx
along