

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

**Meeting Wednesday, October 9, 2024
Buckingham Terrace, 6:00 P.M.**

MINUTES

A meeting was held by the Housing Authority on Wednesday, October 9, 2024 at Buckingham Terrace – 6:00 P.M.

Chair Janelle Wilk called the meeting to order at 6:02 P.M.

1. Roll Call

Members Present:

Sharon Pratt – Resident Commissioner
Peter Mucciarone – Commissioner
Denise Russ – Commissioner
Janelle Wilk – Chairwoman

Absent:

Dan DiVito – Vice Chairman

Others Present:

Russ Antonacci - Manager
Lori Finke - On-Site Property Manager

2. Chairwoman's Report:

Happy October! I hope everyone has been enjoying the nice weather we have been having. Please take a moment and send some good thoughts to everyone and everything down south. I would like to publicly thank Dan for running our last meeting in my absence and thank all commissioners who were able to attend that meeting.

I have received a couple of concerns that I would like to address tonight. I'm aware of many people's concerns and frustration with our washer and dryers. Lori has reached out numerous times and is now dealing with a supervisor to hopefully solve this problem. We have looked into other options but unfortunately there are not many.

I would also like to say that starting next month everything will go back to normal or to the way Sharon Pratt normally would conduct RC Business. She will resume going back to each site how she has done in the past.

3. Approval of Minutes

a. Regular Meeting Country Ridge, September 11, 2024

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

Discussion: none

Aye: Russ, Mucciarone

Nay: 0

Abstain: 2

4. Approval of Bills

a. September bills

Denise Russ had four questions. The first question was regarding the digital recorder. Lori responded that it was a new recorder for the monthly Commission meetings.

The second question was regarding the request for RSC petty cash in the amount of \$237.83. Lori responded that money will still be used to reimburse residents that are purchasing snacks for the coffee hours until the new RSC starts.

The third question was regarding the Amazon order for security camera, sash locks. Lori responded that one of the security cameras needed to be replaced. The sash locks were to replace broken locks on windows at Country Ridge.

The fourth question was regarding the \$20,880.00 bill from Complete. Lori and Janelle explained that the two retention ponds needed to be dug out so that they would work properly.

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

5. New Business

- a. RSC Position
- b. Lori will email Commissioners to gain available time and dates to perform an interview with a possible candidate.
 - i. Once received a special meeting will be scheduled.

6. Old Business

- a. Door Bells
 - i. Lori presented three possible door bells with video.
 - ii. Motion was made by Denise Russ, and seconded by Peter Mucciarone to approve Lori to receive pricing on a less expensive regular doorbell.

7. Property Management Report

a. Available Apartments

- a. Country Ridge: Currently one apartment is available and will be rented as of November 1, 2024.
- b. Buckingham Terrace: Currently one apartment is available and will be rented as of November 15, 2024.
- c. Truman Terrace has (1) open apartment that is currently being updated.

b. Work Orders

- a. 29 workorders were opened between 9/9/24 - 10/3/24. (2) still open.

8. Resident Commissioner Report:

- a. Sharon Pratt thanked everyone for their well wishes for her health recovery.
- b. Sharon asked for confirmation that the window air conditioners at Truman Terrace must be removed before the cold weather. This was a past decision that was made by the Commissioners when the new windows were installed at Truman Terrace.
- c. Sharon asked about the ability of smoking marijuana on the property even if it is medicinal. WHA has a No Smoking policy and Sharon is

asking if this should fall under the same guidelines. Sharon feels isn't fair that people are smoking and the smoke is affecting other residents. Chairwoman Janelle Wilk will follow up with Attorney Pilicy on this point.

9. Public Participation:

Deborah Manley CR 13 Spoke
Phyllis West BT B-7 Spoke
Clair Roberts BT E-4 Spoke

10. Adjournment:

A motion was made by Denise Russ and second by Peter Mucciarone to adjourn at 6:37 P.M.

Janelle Wilk, Chair
Watertown Housing Authority