

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

**Regular Meeting Wednesday, April 12, 2023
Buckingham Terrace, 6:00 P.M.**

MINUTES

A regular meeting was held by the Housing Authority on Wednesday, April 12, 2023 at Buckingham Terrace – 6:00 P.M.

Vice Chair Dan DiVito called the meeting to order at 6:00 p.m.

1. Roll Call

Members Present: Dan DiVito – Vice Chairman
Sharon Pratt – Resident Commissioner
Denise Russ – Commissioner
Carmine Verno – Commissioner

Absent: Janelle Wilk – Chairwoman

Others Present: Lori Finke, Property Manager

2. Chairwoman's Report – none.

3. Approval of Minutes

- a. Regular Meeting Country Ridge, March 8, 2023
- b. Special Meeting via Zoom, March 16, 2023

A motion was made by Denise Russ, and seconded by Carmine Verno to accept the Regular meeting minutes of March 8, 2023 and the Special meeting minutes of March 16, 2023.

Discussion: none.

By voice vote the motion was passed unanimously

4. Approval of bills paid for

- a. April 2023

Discussion: none.

A motion was made by Denise Russ, and seconded by Sharon Pratt to approve the bills for April 2023.

By voice vote the motion was passed unanimously

5. New Business- none.

6. Property Manager's Report

Lori Finke reported:

- a. Available Apartments (listings in packets)
Buckingham Terrace 2 apartments have been painted and currently have carpeting. Next week the carpeting will be removed and new flooring will be installed. The third apartment will be painted tomorrow.

Truman Terrace, I have met with 3 people and they have declined due to the apartments being too small and having stairs.

C6 we are not going to touch (further update below)

- b. Workorder Update – 3/13/23 through 4/28/23 totaling 42 work orders with 9 open.

7. Old Business

- a. Truman Terrace Update – Lori Finke met with representatives from AHova last week regarding C6 with the trim taken down and they are in the process of measuring. The windows have been ordered for that one apartment for right now. In two weeks, they are going to come and install the new windows to get all the bugs out. Once that is all set it is about a 4 to 5 week wait time on the windows. Hopefully they will all be in stock and starting to install by the end May. They are planning on doing one apartment a day. Lori will do a graph with a schedule and give the tenants notice of when their day will be.

Dan DiVito noted before they put the trim in place, I would like them to sign off that it is fully insulated for all the windows.

Sharon Pratt asked about the timeline for letting tenants know due to the issue with the air conditioners. Some of the people paid for carpenters to install their air conditioners and to pull them out themselves is going to be an issue.

Lori Finke answered I will draw up a schedule, I will go around and mark the spreadsheet to show the apartments that do have air conditioners. We will work with everyone and we will work as organized as possible.

Sharon Pratt asked the people who cannot use the existing air conditioners what are they supposed to do with them, how are they supposed to handle it.

Lori Finke noted if I can get a dumpster from Albert Brothers strictly for the air conditioners and they could be stacked in that.

Lori Finke showed the 4 requests for the containers talked about earlier for outside storage for items such as shovels, whatever they need to store.

A motion was made by Carmine Verno and seconded by Denise Russ to approve the 4 requests.

By voice vote the motion passed

Sharon Pratt noted the locations where the containers will be placed are not obstructive.

Lori Finke took a variance request today for Country Ridge, Unit 21 requesting to do the cutout for the tub due to medical issues and for her safety.

A motion was made by Denise Russ and seconded by Carmine Verno to approve.

By voice vote the motion pass

Dan DiVito asked got an update with the Country Ridge Roof?

Lori Finke answered Diamond Ridge was suppose to call back and they did not, she will call them again.

Dan DiVito asked for an update for the Housing Authority monies.

Lori Finke answered Russ is in Florida and will get back to the commission next week.

8. Resident Commissioner Report

Sharon Pratt reported:

1. I met with some tenants at Truman and one of the issues they had and I have talked to Lori about it, the appliances that are not working are stored around the garage and asked if they could be removed.

Lori Finke answered Property Worxs has a new box truck with a ramp she will see if it could be loaded and brought down to Albert Brothers.

2. The removal of a loose branch due to safety in case of a wind storm.

9. Public Participation

Tom St. Onge, Buckingham Terrace, Unit B2 spoke.

10. Adjournment

A motion was made by Denise Russ and seconded by Carmine Verno to adjourn meeting at 6:17 p.m.

By voice vote the motion was passed unanimously

Dan DeVito
Watertown Housing Authority