



# Griswold Housing Authority

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Minutes of meeting of  
The Griswold Housing Authority  
Monday, October 25, 2021  
Ashland Manor, 9:23 a.m.

## Salute to the flag.

## Roll Call

Members present: Judi Merrill (Vice Chair), Leona Minski, Tina Falck and Paul Brycki, Executive Director. Also present: Jim Barnie and Donald LaPointe. Absent: Richard Grabowski (Chairman) and Don Walsh (Treasurer)

Judi Merrill acted as Chairperson on behalf of Richard Grabowski whom was absent.

## Regular Meeting Minutes of June 29, 2021:

Tina Falck made a motion to accept the minutes as presented. Leona Minski seconded it. All were in favor. Motion passed.

## Treasurer's Reports March 31, 2021, April 30, 2021, May 31, 2021, June 30, 2021, July 31, 2021, August 31, 2021 and September 30, 2021.

Donald LaPointe reviewed the Treasurer's Reports and answered the questions that the Board asked. Mr. LaPointe discussed worker's compensation plans and insurance plans for the Housing Authority. Tina Falck made a motion to approve the minutes for: March 31, 2021, April 30, 2021, May 31, 2021, June 30, 2021, July 31, 2021, August 31, 2021 and September 30, 2021 as presented pending audit. All were in favor. Motion passed. Mr. LaPointe also provided the audit report update, which is now current.

## Director's Report:

1. Vacant Apartments- McCluggage Manor- One vacant apartment, #26. Ashland Manor- One vacant apartment, #14.
2. New Facility- No updates.
3. Policy Violations- The Board is working on these cases. Paul Brycki will call an executive session meeting to discuss the violations
4. Construction Update for new Griswold Senior Center- Tina Falck provided an update.
5. Maintenance Update- Ashland and McCluggage Manor summer and fall projects: All buildings were pressure-washed. Gutters have been cleaned. Landscaping has been done. Some hot water heaters and stoves were replaced. A special effort has been made to have each heat pump cleaned by Paul LaPointe.

## Any Old Business:

1. McCluggage Manor security camera- Project completed. We are currently reviewing the

- completed project to be sure it fits our needs.
2. Ashland manor replace community room door- The door has come in, and it should be installed within a month.
  3. Alarm Testing Report- We took the results of the alarm testing report and then made repairs as indicated. This project has been completed.
  4. Apartment Inspections, Reports and Enforcement- There will be a special meeting called for that purpose only.

Any New Business:

1. Salary Increases- Tabled until next meeting.
2. Christmas Party- The members discussed the Christmas party and decided that they will do a catered, to-go meal for residents.
3. Executive Session- Policy Violations- Paul Brycki will be setting a meeting ASAP with the attorney to work on the violations.

Public Forum: Mr. Bernie had suggestions for the Board.

Any Other Business Properly Coming before the Authority:

None.

Adjournment

Tina Falck made the motion to adjourn the meeting at 11:30 a.m. It was seconded by Leona Minski. All were in favor. Motion passed.

Respectfully submitted,



Paul Brycki  
Executive Director  
Griswold Housing Authority