



Griswold Housing Authority

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Minutes of meeting of
The Griswold Housing Authority
Monday, October 30, 2017
McCluggage Manor, 9:01 a.m.

Salute to the flag.

Roll Call

Members present: Judi Merrill (Acting Chairperson,) Loretta Ellis, and Don Walsh. Absent: Richard Grabowski (Chairperson.) Also present Paul Brycki, Executive Director, and residents: Tina Russell, Tara Ingraham, David Wellington, Thomas Godell, Priscilla Allen, Charlie Sabrowski, Eleanor Dyer, James Barnie, Rich Rondina, Robert Kowal, and John Chryan.

Sadly, one of our Board Members, Joan Hoar, passed away this October.

Regular Meeting Minutes of September 25, 2017:

Don Walsh made a motion to accept the correction in the minutes as presented. Loretta Ellis seconded it. All were in favor. Motion passed. The correction was that the minutes stated that Felix D'Andria's name was listed, but he was not present. Theresa Kadish was present and not listed.

Treasurer's Report September 30, 2017:

No report available at this time.

Director's Report:

1. Vacant Apartments- Ashland Manor has three vacant apartments. McCluggage Manor has three vacant apartments. We are currently working on preparing them for rental.
2. New Facility- No updates.
3. Ashland Manor, Phase IV- There are water and drainage issues to be addressed in the final punch list.

Any Old Business:

1. Enforcement of Violations:
 - a. Robert Kowal- ongoing.
 - b. Theresa Kadish- moved out.
2. Ashland Manor Real Estate- Continue to monitor.
3. Phase I Update on Ashland Manor/Electrical Project- Waiting to hear of approval.
4. Washers and Dryers for McCluggage Manor- They will be installed this week. The laundry room will be repainted and the floors will be washed and waxed.
5. Fire Alarm testing at Ashland Manor- This has been completed. Repairs have been made on

problems found.

6. New Projects: Security Deposits and Rent Adjustments- Paul Brycki will be putting a letter out about security deposits and will putting another letter out later about rent adjustments. The goal is to have this completed by 1/1/18.
7. Norman's Easement- The payment of \$5,000 from Griswold Housing Authority and the \$5,000 from the Griswold Senior Center was turned over to Glen Gordon for payment of the easement.
8. Direct Deposit/Online Bank Registration- Don Walsh, Judi Merrill, and Paul Brycki will go to the Jewett City Savings Bank and set this up.

Any New Business:

1. Felix D'Andria's Granddaughter to help with care- Paul Brycki reported that Felix will come home on 11/9/17 and he will need help for a temporary period of time. Paul Brycki suggested to the Board to make a special exception for Felix's granddaughter to stay here while he needs the assistance. Don Walsh made a motion to allow the special exception for one month and then for it to be reviewed by the Board at the next meeting. Loretta Ellis seconded the motion. All were in favor. Motion passed.
2. Apartment Inspections- The Board discussed the date for apartment inspections. The date will be November 16th, 2017 @ 10am for both locations. Paul Brycki will put a notice out to all residents.
3. Search for new Board Member- The Board suggested that we put an ad in the Norwich Bulletin under "Various Matters," which is free of charge. Paul Brycki to complete.
4. Old Washing Machines- These machines will be sold. Paul Brycki will find potential buyers. The money will go back to the general fund.

Public Forum:

Charlie Sabrowski talked about the issues still occurring between Bob Kowal and him. Bob Kowal has recently called the police on Charlie Sabrowski and Charlie is still claiming that there is still additional damage to his car. Paul Brycki will contact the attorney to discuss.

Any Other Business Properly Coming before the Authority

Priscilla Allen is hosting a Celebration of Life in the community room. The Board is in agreement on this event.

Adjournment

Don Walsh made the motion to adjourn the meeting at 10:30 a.m. It was seconded by Judi Merrill. All were in favor. Motion passed.

Respectfully submitted,

Paul Brycki
Executive Director
Griswold Housing Authority