

2021 MAR 29 AM 11:39

Walter P. Pudeva



## Griswold Housing Authority

230 Taylor Hill Road  
Griswold, CT 06351  
Phone & Fax (860) 376-4516



Minutes of meeting of  
The Griswold Housing Authority  
Monday, March 29, 2021  
McCluggage Manor, 9:07 a.m. (and via Zoom teleconference)

Salute to the flag. (waived)

### Roll Call

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

### Regular Meeting Minutes of December 7, 2020:

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

### Treasurer's Reports November 30, 2020, December 31, 2020, January 31, 2021, and February 28, 2021

Donald LaPointe reviewed the Treasurer's Reports and reported that the Griswold Housing Authority is in good financial standing. Mr. LaPointe then reviewed the audit reports which also indicate solid financial standing for the Griswold Housing Authority.

Richard Grabowski made a motion to approve the November 2020, December 2020, January 2021, and February 2021 minutes as presented. All were in favor. Motion passed.

### Director's Report:

1. Vacant Apartments- Paul Brycki reported that Griswold Housing Authority has been doing well with maintaining residents. We have one at McCluggage Manor, which will be shown very soon. Ashland Manor is full at this time.
2. New Facility- Paul Brycki gave an update on potential outcome of funding for this new project. A new grant opportunity came through recently within a new category. Paul Brycki reached out to Tina Falck with help on this and a message was left at the government office. Paul Brycki will be working on completing the new paper prior to April 16<sup>th</sup> for this federal grant opportunity. Tina Falck reported that there is a big focus on housing right now. Judi Merrill also stated that she believes it is a good time also to apply. Paul Brycki reported that GHA is "shovel ready." Mr. Brycki also reached out to Boundaries, LLC to finalize a utilities report.
3. Policy Violations- Paul Brycki reported that there are 2-3 apartments that are in unsatisfactory living conditions. Tina Falck is working with Paul Brycki on these apartments. One apartment was cleaned up by family friends of a resident, moving in the right direction. Tina Falck

updated that she had a conversation with a resident also and reported that it was getting cleaned up little by little. Tina Falck and other committee members want to do bi-annual inspections, however Paul Brycki indicated that per government regulations, they are not able to conduct apartment inspections. Mr. Grabowski suggested that when this is lifted, he would like to move to inspections every six months. Paul Brycki and other members agreed. This will be revisited. Judi Merrill indicated evictions cannot occur at this time anyway, so this provides these residents an opportunity to clean and tidy up. Tina Falck will continue to work with these residents on improving unsatisfactory apartment conditions. Judi Merrill asked approximately how many residents have gotten the vaccine- they estimate 50-75%.

4. Construction Update for new Griswold Senior Center- Tina Falck provided an update. The project committee met last week and are preparing for the next Board of Finance meeting.

#### Any Old Business:

1. McCluggage Manor security camera- Paul Brycki reviewed all bids with the members. Paul Brycki suggested that they go with Alarming Ideas, it's a low bid and they have done previous work at GHA so they know the facility. Bid details were reviewed. Tina Falck made a motion to accept the Alarming Ideas bid of \$3,965.00 for McCluggage Manor. It was seconded by Richard Grabowski. All in favor. Motion passed.
2. Ashland manor security cameras- Paul Brycki suggested and reviewed using Integrated Solutions for Ashland Manor and discussed bid details. Judi Merrill asked if the quote covered everything needed for this project? Paul Brycki explained that if there were to be extra work needed GHA would be working on that. Ms. Merrill asked how this would impact the financials for GHA. Don LaPointe indicated that the GHA has sufficient funds to complete the project. Tina Falck asked another question regarding the quote related to wages. This will be done on regular time. Paul Brycki commented on the spectacular jobs the Maintenance team has done on the community room at Ashland Manor. Richard Grabowski made a motion to approve the Integrated Solutions bid of \$14,463.68. Judi Merrill seconded. All in favor. Motion passed. Richard Grabowski made a motion to allocate \$5,000.00 for materials needed for project preparation and completion for combined Ashland and McCluggage Manors.
3. Ashland Manor- Replace Community Room Door- Paul Brycki reviewed the bid. Judi Merrill asked if that was the only bid, Paul Brycki reported that he had a difficult time obtaining other quotes. The details were reviewed. Richard Grabowski made a motion to accept the bid of \$1,808,33. Judi Merrill seconded it. All in favor. Motion passed.

#### Any New Business:

1. OSHA Inspection- Paul Brycki reported that they have almost completed all required updates and trainings, and have completed and submitted materials.

Public Forum: None.

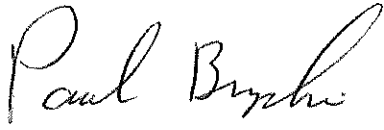
#### Any Other Business Properly Coming before the Authority:

None.

#### Adjournment

Leona Minski made the motion to adjourn the meeting at 9:48 a.m. It was seconded by Rich Grabowski. All were in favor. Motion passed.

Respectfully submitted,

A handwritten signature in cursive script that reads "Paul Brycki". The signature is fluid and elegant, with a large initial 'P' and a long, sweeping underline.

Paul Brycki  
Executive Director  
Griswold Housing Authority