



# Griswold Housing Authority

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Minutes of meeting of  
The Griswold Housing Authority  
Monday, September 28, 2020  
McCluggage Manor, 9:07 a.m.

## Salute to the flag.

## Roll Call

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

## Regular Meeting Minutes of February 24, 2020:

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

## Treasurer's Reports February 29, 2020, March 31, 2020, April 30, 2020, May 31, 2020, June 30, 2020, July 31, 2020, August 31, 2020, and September 30, 2020:

Leona Minski made a motion to accept all of the treasurer's reports as presented, pending audit and the checking account reconciliation as agreed upon unanimously by the group. Tina Falck seconded it. All were in favor. Motion passed.

## Director's Report:

1. Vacant Apartments- McCluggage Manor- 2 Ashland Manor- 3. This is the most vacancies that have been seen in a long time. Each is taking a little bit longer due to cleaning and preparation. There are new (potential) residents lined up to move in shortly.
2. New Facility- Paul Brycki reported that the Lt. Governor recently visited the GHA. Paul Brycki requested her help with project funding. She will keep us updated, but no updates as of now.
3. Policy Violations- Per the Governor's orders, no evictions are currently being permitted. There is one pending eviction. However, Paul Brycki reported that all rent from residents has been paid up-to-date.
4. Construction Update for new Griswold Senior Center- Tina Falck reported that the project is moving along, despite some delays due to Covid.

## Any Old Business:

1. Don LaPointe/Audit Report- Our CPA is Timothy Ashburner of Norwich. He is compiling our financial statements and issuing them in an orderly form for \$5,000 for all five years. The

reason for the compiled statements rather than audited is that there are fewer accounting firms willing to take on the risk involved and the liability involved in dealing with the federal and state regulations. The big accounting firms that still do audits charge between \$7,000 and \$12,000 per year, which becomes a burden to local housing authorities.

Going forward our financials will be done on a reviewed basis and will cost between \$2,000 and \$2,500 per year. The reviewed audit is one step up from compilation and two steps below audited. We should have the results within a few weeks.

New project:

The Department of Housing anticipates announcing funding for elderly projects sometime in October. Our project is shovel ready and should receive a favorable review.

2. McCluggage Manor Security Camera- Paul Brycki reported that this is solving a lot of problems. He requested the Board consider adding more cameras to the hill and backside of McCluggage and will work on obtaining estimates for this.
3. Ashland Manor Replace Community Room Door

Any New Business:

1. Pay raise July 1, 2020 needs to be acted on.: Don LaPaointe suggested, from the accounting side of this change, that the pay raises should go into effect January 1, 2021 due to Covid and that the business year ends on December 31, 2020. Don Walsh made a motion to accept this schedule of pay increases. Leona Minski seconded it. All were in favor. Motion passed.
2. Ashland Manor Security Cameras: Richard Grabowski made a motion for Paul Brycki to obtain the required estimates to install cameras at Ashland Manor. Judi Merrill seconded it. All were in favor. Motion passed.
3. Ashland Manor Replace Community Room Door: The door is at least 25 years old and has never been replaced. The Board agreed to replace the current door with a new, steel door. Richard Grabowski made a motion for Paul Brycki to obtain estimates for the new door. Judi Merrill seconded it. All were in favor. Motion passed.

Public Forum:

Any Other Business Properly Coming before the Authority:

None.

Adjournment

Don Walsh made the motion to adjourn the meeting at 9:25 a.m. It was seconded by Tina Falck. All were in favor. Motion passed.

Respectfully submitted,



Paul Brycki  
Executive Director  
Griswold Housing Authority