



## Griswold Housing Authority

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Minutes of meeting of  
The Griswold Housing Authority  
Monday, January 27, 2014  
McCluggage Manor, 11:00 a.m.

### Salute to the flag.

### Roll Call

Members present: Don Walsh, Joan Hoar, Leona Minski, Leo Bordeleau, and Gary Rondina (acting chairperson.) Also present, Paul Brycki, Executive Director of Griswold Housing Authority, Kevin Skulczyck, Griswold First Selectman, Bib Hafner, and George Rail.

### Minutes of previous meeting: Regular Meeting of Monday, December 23, 2013:

Joan Hoar made a motion to waiver the reading of the minutes. Don Walsh seconded it. All were in favor. Motion passed. Don Walsh made a motion to accept the minutes as presented. Joan Hoar seconded it. All were in favor. Motion passed.

### Treasurer's Reports from November 30, 2013 and December 31, 2013:

Joan Hoar made a motion to accept the November 30, 2013 report as presented. Leona Minski seconded it. All were in favor. Motion passed. Don Walsh made a motion to accept the December 31, 2013 report as presented. Joan Hoar seconded the motion. All were in favor. Motion passed.

### Director's Report:

1. Larry Wagner and Associates – Larry Wagner and Associates and the Griswold Housing Authority are working on the Community Block Grant for Ashland Manor.
2. Vacant Apartments – There are five vacant apartments; three at Ashland Manor and two at McCluggage Manor. The three at Ashland Manor will be left vacant during the construction phase. Mr. and Mrs. Billings will be moving from Apartment #26 to Apartment #2. Apartment #30 is empty and will be prepared for rental. Apartment #26 will be prepared for rental also.
3. David Holmes, Phase III at Ashland Manor and Phase I at McCluggage Manor- David Holmes has completed the ceiling bid package. David Holmes has completed 20% of the architectural drawings for McCluggage Manor.
4. New Facility –No new updates.

Any Old Business:

1. Griswold Housing Authority Key Policy- GHA decided that there will be no changes to the standing key policy. Paul Brycki, the Chairperson, and the two maintenance people have master keys for all apartments.
2. Griswold Housing Authority Workshops to review lease and rental agreements- A meeting with Attorney Fitzgerald will happen the first week of February to review leases and rental agreements.

Any New Business:

1. Election of Authority Commission Members- Don Walsh made a motion to open the nominations for commission members. Leo Bordeleau seconded it. All were in favor. Motion passed. Chairperson- Joan Hoar made a motion for Gary Rondina to become the chairperson. Don Walsh seconded it. All were in favor. Motion passed. Vice Chairperson- Don Walsh made a motion for Leo Bordeleau to be the Vice Chairperson. Leona Minski seconded it. All were in favor. Motion passed. Treasurer- Don Walsh made a motion for Joan Hoar to become the Treasurer. Leo Bordeleau seconded it. All were in favor. Motion passed. Assistant Treasurer- Joan Hoar made a motion for Don Walsh to be the Assistant Treasurer. Leo Bordeleau seconded it. All were in favor. Motion passed.

Any Other Business Properly Coming before the Authority:

1. No business

Adjournment

Don Walsh made the motion to adjourn the meeting at 11:31 a.m. It was seconded by Leona Minski. All were in favor. Motion passed.

Respectfully submitted,

Paul Brycki  
Executive Director  
Griswold Housing Authority