



## Griswold Housing Authority

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Minutes of meeting of  
The Griswold Housing Authority  
Monday, October 22, 2012  
McCluggage Manor, 11:00 a.m.

### Salute to the flag.

### Roll Call

Members present: Don Walsh, Joan Hoar, Leo Bordeleau, and Gary Rondina. Also present, Paul Brycki, Executive Director of Griswold Housing Authority. Theresa Blanchard was absent. Gary Rondina was the acting chairperson to replace Theresa Blanchard's absence.

### Minutes of previous meeting: Regular Meeting of Monday, September 24, 2012:

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

There are no Treasurer's reports at this time.

### Director's Report

1. Larry Wagner and Associates – Phase II Grant is completed. The state will audit the grant in November. The state will be inspecting Ashland Manor Phase II.
2. Vacant Apartments – There are two vacant apartments at Ashland Manor, one of which designated for Handicapped.
3. New Facility – GHA will be focusing on renovations for McCluggage Manor as the top priority. The new facility is secondary to McCluggage renovations.

### Any Old Business:

1. Theresa Talbot (pets) – The Board presented the Pet Policy from Attorney John Fitzgerald. The Board reviewed it. Leo Bordeleau made a motion to accept the Pet Policy as presented. It was seconded by Don Walsh. All were in favor. Motion passed. The Pet Policy and a ballot will be distributed to all residents at both McCluggage and Ashland Manor, which are to be turned into the Executive Director of Griswold Housing Authority. All ballots will then be brought to the monthly meeting for GHA to be counted.
2. Bedbugs- The exterminator finished the dusting for Bedbugs. The exterminator also checked other close apartments and the community room to ensure they were not spreading.
3. Property line/Installation of new fences- Paul Brycki communicated with John Faulise of Boundaries. He will be doing a Title Search and he will instruct GHA on where to put the new fence once the property line is determined.

4. Annual Apartment Inspections- Inspections were completed on October 9, 2012. Gary Rondina, Tom Dufficy, and Joan Hoar completed the inspection and reported that Ashland Manor had unsatisfactory- Apartments #29 and #22. Theresa Blanchard and David Bogle completed McCluggage Manor and found one apartment that was unsatisfactory- Apartments #2.
5. McCluggage Manor Front Entry Door Replacement- DC Builders have an estimate for the removal of existing door, installation of new door, steel frame door closure, and would be completely installed for \$2,975.00. After discussion, Don Walsh made a motion for DC Builders for \$2,975.00 to be allocated to replace the door at the community center. Joan Hoar seconded it. All were in favor. Motion passed.

#### New Business

1. Theresa Talbot: Rugs- Theresa Talbot submitted a letter to the Executive Director for the carpet to be removed due to bedbugs and a tripping hazard. Paul Brycki's suggestion was after we know that the Bedbugs status is stable, and then GHA will explore the request for removing the rug.
2. Pay Raises for Employees- Paul Brycki made a suggestion that instead of a pay raise, the Board would compensate with a stipend, designated for travel money. He suggested that he receive \$1,500.00 per year, paid monthly. He also suggested that Tom Dufficy and Dave Bogle receive \$300.00 each, per year, for travel expenses, paid monthly. After discussion with the Board, Joan Hoar made a motion to go forward with Paul's request of 1,500.00 per year; \$300 for both Tom Dufficy and Dave Bogle, for travel money in monthly payments. Don Walsh seconded it. All were in favor. Motion passed.

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

There was no new business.

#### Adjournment

Leo Bordeleau made the motion to adjourn the meeting at 12:15 p.m. It was seconded by Don Walsh. All were in favor. Motion passed.

Respectfully submitted,

Paul Brycki  
Executive Director  
Griswold Housing Authority