

Watkins Glen Housing Authority  
Village Boardroom  
September 9, 2020, 3pm

**Roll Call:**

Peter Widynski, Nan Woodworth, Patti Schimizzi, Rob Rossiter and Brad Eakins phoned in.

And, also in attendance, 6 residents of Jefferson Village.

**Public Comments:**

- The residents of Jefferson Village are going forward with the organization of a Tenants Association and should have it formalized by the next board meeting. The residents asked for a copy of the Housing Authority's By-Laws.
- Parking at JV for Glen Lakes? – No, the gate will not be open to the public. Further discussion about numbered parking spots or permits and this should be addressed by the new Director when she is in place.
- Meeting Jennifer properly
- Community Room – this is still closed.
- Only one water spigot on the outside of the building
- Speeding on 2<sup>nd</sup> Street
- When is the day care moving in?
- Since ARC is getting 6 apartments, why are any apartments designated for Vets?
- Children coming into the building after office hours
- VASH – Veterans Affairs Subsidized Housing (HUD)

The Board hopes to answer these questions/comments in a timely fashion. This concluded the Public Comments section of the meeting.

**Motion to approve minutes** from the August 20, 2020 meeting was made by Nan, seconded by Rob, carried.

**Treasurer's Report:**

Postponed until October

**Executive Director's Report:**

The new Executive Director, Emily Peckham will be starting on October 1, 2020.

**Communications Sent/Received:**

- Peter has received numerous emails concerning Glen Lakes –
- Minard will give the Village Board feedback and the proposals for the solar panels for Glen Lakes
  - Ryan from Welliver wants to get the electrical foreman access to one apartment to see if the electrical panel has enough capacity for the heat pumps (currently there is one vacant apartment which is undergoing some renovation work).
  - Alana Fast from INHS has been working with our web guru, Nick Phoenix on splitting up JV and GL web pages, which both can be reached from the WGHA web site.

**New Business:**

A motion to formally approve the new hires was made by Nan, seconded by Rob and carried. The new hires are:

Gary Stratton – Maintenance Mechanic as of June 22, 2020

Jennifer Tanner-Bond – Administrative Assistant as of September 9, 2020

Emily Peckham – Executive Director as of October 1, 2020

**Old Business:**

Once Emily is on board and settled, the Board would like to work with her in updating the Employee Handbook in areas such as clarifying the chain of command, hours of work, etc.

**Next Meeting:**

Wednesday, October 14, 2020 at 3pm in the Village Boardroom.

**Motion to Adjourn** meeting at 4:48pm was made by Patti, seconded by Rob and carried.

Respectfully Submitted,  
Patti Schimizzi