

Watkins Glen Housing Authority
Meeting (Zoom) – January 27, 2021@ 3pm

Roll call at 3:04pm:

Peter Widnyski, Nan Woodworth, Patti Schimizzi, Rob Rossiter, Jennifer Tanner (Bond).

Excused absence: Brad Eakins (who join the meeting at around 3:40pm)

Public Comment:

We were joined by Katy Ruda who had questions regarding Glen Lake Apartments, such as getting on a wait list, public tours of the apartments, etc. She was encouraged to make an appointment with Jenn for further discussion and information.

Reading and Approval of Past Meetings' Minutes:

A motion was made to approve the minutes from both December 9 and December 29, 2020 meetings by Rob Rossiter seconded by Nan Woodworth and carried.

Treasurer's Report:

Closed out 3 accounts at Visions, set up 2 Glen Lake accounts with Chemung Canal. Currently, Visions cannot hand the business accounts, Nan Woodworth and Jennifer Bond proceeded with what would work best and be the easiest with Chemung Canal. Funds were allocated to the proper accounts.

Expenses: NYS retirement, paid annually - \$15.944 and a new Washer was paid for out of the quarter fund.

Motion to approve the Treasurer's Report was made by Patti Schimizzi, seconded by Rob Rossiter and carried.

Communications Sent/Received:

Peter has received many emails asking for access to the apartments (cable, data, etc). According to Wet Couch Radio, who posted pictures on their Facebook page of the tour the Planning Board took of the building, there were good

comments and many “likes.” The first tenants should be arriving the first week of February.

Executive Director’s Report:

- East end heater – progress has stalled but since it has been to much of a crucial item, the decision was made to wait until the renovation of Jefferson Village and update the entire system (corridors heating system).
- Apartment #223 is getting new flooring installed. New tenant is expected to move in on March 1, 2021.
- Front cameras are not working and outdated. According to SCT computers.
- There are still 3 office keys missing. Peter to check with prior board members.
- Jenn would like the board members to stop by the office and sign paperwork from Visions.
- The parking gate has been fixed, everything is under warranty.
- Jennifer is wondering about establishing a mission statement for Glen Lake Apartments.
- Tenant had a fall during the last snowstorm.
- Tenants are very concerned regarding the traffic on Second Street once the Glen Lake Apartments are open, parking on both sides of the street, traffic from the Daycare and tenants pulling out of JV’s entrance/exit on Second Street. Nan will present this to the WG Village Board.

Jennifer has interviewed for the Leasing Assistant position. She feels her choice is a very strong candidate, she has called references and wants to offer this person the job. A motion to offer Jenn’s choice the Leasing Assistant position was made by Nan Woodworth, seconded by Rob Rossiter and carried. Brad Eakins abstained from this vote.

Glen Lake Apartments Maintenance position – Interviews to be set up with Rob, Jenn and Gary. After much discussion, it was decided this position will be 35 hours with benefits.

New Business:

N/A

Old Business:

Taken care of above.

Next Meeting:

February 17, 2021

Motion to adjourn the meeting at 4:50pm was made by Patti Schimizzi, seconded by Nan Woodworth, carried.

Respectfully Submitted,
Patti Schimizzi

