

Watkins Glen Housing Authority  
June 25, 2021 @ 2pm – Village Boardroom  
Special Meeting with Welliver and INHS  
regarding Jefferson Village Renovations

Meeting started at approximately 2:08pm with Nan Woodworth, Tom Hoy, Rob Rossiter, Brad Eakins, Patti Schimizzi, Jennifer Tanner, Joe Bowes (INHS), Max Venuti and Andy Gimbar (Welliver).

Max Venuti from Welliver started the conversation with an explanation of the added columns to the Revised Program Estimate of June 9, 2021. The Housing Authority then asked, why are certain items still on the spreadsheet after the last discussion with Ryan Caslin, and the list of priorities does not seem to have made the latest revision list. So, we reviewed the list once more.

- HVAC – each apartment to have a mini-split, existing baseboards have the power for this split system>
- Windows, Frames and Siding – Does it make sense to do all or just the sills and keep the windows? Blow in insulation before installing the siding.
- Back Exit/Entrance door – make this electronic and maybe a bike rack in this area
- New security cameras
- New Key Fob System Sonitrol
- Generator – to handle the Community Room, elevator, pull stations, security systems and emergency lighting for the corridors.
- Emergency corridor lighting – change to LED and better battery capacity
- Elevator – nothing wrong with this, remove from list
- Existing water heater/pumps – add recirc pump? Not going to be as efficient as we hoped.
- Carpet – replace corridor and entry way carpet with carpet squares
- Ceiling fans in living rooms – residents asking for this even though new HVAC will be installed, mostly needed for the lighting
- Kitchen and bathroom renovations – in-house

Max will get back to us in about a week with new numbers.

**Maintenance:**

A motion to create a new assistant Maintenance Tech at 30 hours a week/\$18 per hour was made by Rob Rossiter, seconded by Brad Eakins and carried.

A motion to reduce the housekeeping/custodial staff member to 30 hours a week was made by Tom Hoy, seconded by Patti Schimizzi and carried.

A motion to make Gary Stanton Lead Tech in the Maintenance Department was made by Brad Eakins, seconded by Patti Schimizzi and carried.

**Landscaping:**

A motion to approve the quote from The Source Landscaping, not to exceed \$6,000 and to include a cement pad for the dumpsters was made by Rob Rossiter, seconded by Tom Hoy and carried.

Motion to adjourn the meeting at 3:12pm was made by Patti Schimizzi, seconded by Brad Eakins and carried.

Respectfully submitted,  
Patti Schimizzi