

Watkins Glen Housing Authority
July 20, 2021- 2pm
Village Boardroom

Meeting started at 2pm, with the following in attendance:

Nan Woodworth, Patti Schimizzi, Brad Eakins, Rob Rossiter, Jennifer Tanner and Joe Bowes (INHS).

Public Comments:

N/A

A Motion to approve the Minutes from the June 18, 2021 was made by Rob Rossiter, seconded by Tom Hoy and carried.

A Motion to approve the Minutes from the special meeting held on June 25, 2021 was made by Rob Rossiter, seconded by Tom Hoy and carried.

Treasurer's Report:

Major expenses explained as new cabinets and flooring for the apartments. Discussed transferring 50K from a Visions account and establishing an operating account, transferring 10K to a reserve account for planned major projects. A Motion was made by Rob Rossiter to approve the Treasurer's Report for June 2021, seconded by Brad Eakins and carried.

Communications Sent/Received:

Discussed INHS response to the request for a meeting about management transition ("not time yet") and Attorney Churchill's advice to keep logs regarding incidents, etc. Unfortunately, we will not hear about everything that happens at Glen Lake because of being out of the loop. Also discussed was the complaint brought about from an ex-tenant who was evicted due to smoking after many warnings against Jennifer Tanner. The Housing Authority's attorney sees no problems because there is documentation and the tenant left on her own accord. There is no basis.

Executive Director's Report:

- Apartment renovations are moving right along, the first tub renovation was completed this week. 7 turnovers, 6 move-outs, 38 on the wait list
- Since June 19 is now a federal holiday (Juneteeth), should this be added to the employees' list of holidays and the board agreed.
- Melinda's hours will be reduced to 30 per week starting August 1, with the possibility of more hours added on if/when the Housing Authority takes on the management of Glen Lake.
- Two interviews have been set up for the Maintenance position at Glen Lake Apartments for Wednesday, June 21 at 10am and 1pm.

New Business:

Joe Bowes from INHS was in attendance to discuss the line items in Welliver's latest budget for the Jefferson Village's renovations. Now that we are all in agreement as to what Welliver has priced out, Joe will start researching different programs as to where we can get grants or low interest loans through the State of New York. He also mentioned that we will need to have an updated appraisal for Jefferson Village when we get to the point of applying for said grants/low interest loans.

A resolution to adopt a new meeting time was agreed upon by the board and signed by the Housing Authority's Secretary.

Old Business:

Evacuation routes – while we are still waiting for INHS to generate new evacuation routes for each apartment and common areas, Jennifer found the old evacuation routes and distributed these to all the tenants to use while waiting for the new ones.

Second Street – Tenants on the first level would like the north side of Second Street designated for Jefferson Village residents since a) it's easier for some of them distance-wise and b) people who do not live at Jefferson Village are taking

all the spots. Nan Woodworth does not think that is a possibility but did mention there is still discussion at the Village Board meetings on making 2nd Street a one-way street. We also discussed approaching the Village Board/Village Police Department about removable speed bumps to be used during the summer months.

Updating By-laws and Tenant Selection Plan – Jennifer Tanner and Nan Woodworth are meeting on August 11 at 9am to review and update the By-Laws and Tenant Selection Plan for Jefferson Village if any other board members would like to attend. Incorporating the Harassment statement is part of this update.

Next Meeting:

August 17, 2021 at 2pm in the Village Boardroom.

A Motion was made by Patti Schimizzi to adjourn the meeting at 3:23pm, seconded by Rob Rossiter and carried.

Respectfully submitted,
Patti Schimizzi