

Watkins Glen Housing Authority
Village Boardroom, Second Floor
Tuesday, October 15, 2019

Roll Call:

Meeting called to order at 4:30pm. Present – Peter Widynski, Nan Woodworth, Brad Eakins and Patti Schimizzi. Absent – Billy Pylpciw (resigned as of 9/30/19).

Reading and approval of minutes from September 17, 2019:

Beth to correct a word in the last line, first page in the category of “Old Business” before submitting to the Village. Motion to approve by Peter, seconded by Brad, carried.

Treasurer’s Report:

Report looked good, no major expenses this month. On the Horizon – NYS Retirement Bill. Motion to approve Treasurer’s Report by Patti, seconded by Peter, carried.

Budget discussion, work to begin on next fiscal/calendar year, guidelines for expenditures for up-coming year, merit increases/performance reviews for employees and this needs to happen before voting on 2020 budget. Do we need a sub-committee for raises or can this be done during Executive Session?

Communications Sent/Received:

Lots of emails to Peter regarding the Glen Lakes Apartment project, so much that the WGHA’s attorney was called to start reviewing and she (Carrie) has been in touch with attorney retained by INHS. (Cannon, Heyman & Weiss from Buffalo who works for both INHS and WGHA for the funding of this project).

Executive Director’s Report:

Vacancies: Currently Jefferson Village has two vacancies, but hoping to have 100% occupancy by December 1.

Culligan: Leak in the plastic water bottle for the water bubbler caused some damage to the community room floor, luckily there was stock of the current flooring found in-house to make the repair. Culligan will be paying for the install.

Gross Rent Change/Utility Analysis: Due November 5. HUD will absorb the increase in Rent, though all the tenants need to sign new paperwork reflecting this change.

Window in Community Room: This needs to be replaced as it fogs up. Montour Glass has been working on this since July, hopefully it will be completed soon.

Halloween Party for the residents: This is scheduled for Thursday, October 31 at Noon with a door judging contest as part of the festivities.

New Board Member: Rob Rossitor will be brought up for a vote by the Village Board at their October 15th meeting.

New Tenant Regulations/HUD: NYS vs. HUD on new tenant regulations – HUD finally answered back and told Beth to follow HUD’s New Tenant Regulations.

New Ramp installed: A tenant fell due to a piece of the ramp missing. John Bond built a new ramp, he had built the initial ramp as it’s an odd size due to the size needed and space

available. John is also building a bookcase to be placed next to the residents' mailboxes for parcels left by the Post Office.

Vibration Monitoring: Inspectors will be surveying area homes/buildings before and after pile driving in reference to the Glen Lakes Apartments project at no charge to the home owners. This is for potential claims.

New Business:

None

Old Business:

Discussions took place during the meeting.

Next meeting date:

November 19, 2019

Motion to adjourn at 5:50pm by Nan, seconded by Brad, carried.

Respectfully Submitted,

Patti Schimizzi