

**Watkins Glen Housing Authority**  
**Jefferson Village Community Room**  
**Tuesday, February 19, 2019**

**Roll Call at 4:30pm:**

Present – Peter Widynski, Nan Woodworth, Patti Schimizzi, Beth DeCaro.

Absent – Brad Eakins (work), John Terry (out of town)

**Reading and Approval of the Previous Meeting:**

Motion to Approved by Nan seconded by Patti, carried.

**Treasurers Report:**

Checking Account – reflects payment to a HL Stephens invoice that fell through the cracks on their part and the final payment to Whitmore Fence. Discussion about establishing a Capital Reserve Account.

Motion to accept Treasurers Report made by Peter, seconded by Nan, carried.

**Communications Sent and Received:**

Nothing new but discussed on-going, diplomatic methods of handling certain residents, wanted or otherwise.

**Executive Director's Report:**

Schindler Elevator:

The door to the elevator is unintentionally getting knocked off the sensor by residents' walkers and this leads to malfunctioning doors and people are getting stuck in the elevator. Beth received quotes to replace (\$115,000) or parts (\$59,000+). This will be brought up to INHS when talks resume regarding updating the building.

Whitmore Fence:

Whitmore Fence will not be charging JV for the installation of the operating system to the new parking gate after Beth reminding them of what a good customer JV has been for the last three years. However, we do have to pay \$300 for equipment (operating mechanism).

Affirmative Fair Housing Marketing Plan:

This needs to be updated every five years.

Mayoral Candidates:

Luke Leszyk has asked to hold a meet and greet with the residents, which Beth approved. Beth also reached out to the other Mayoral Candidate, Laurie DeNardo to inquire if she was interested.

Lease for House:

The lease was signed, which included a small deposit and the tenants have moved in. The lease will expire on October 1 at the latest in anticipation of the beginning of the Third Street Apartments Project.

Shingles update:

Shingles have been reattached to the roof and further inspection will take place in the Spring.

Vacancies:

Currently Jefferson Village has 4 vacancies with a wait list of one over 62 and 10 under with disabilities. JV has 5 units which are designated for under 62 with disabilities, 4 of which are rented. The fifth is to be filled and in the meantime, Beth will continue to advertise.

HUD Audit:

This Audit is for Policies, Procedures, paperwork, any red flags from REAC audit, etc.

**New Business:**

Moving money (100k) to a CD with Elmira Savings Bank with an interest rate of 2.13% for 9 months for a return of \$1600 in interest. Motion to transfer money made by Nan, seconded by Patti. Discussion lead by Peter asking if it really worth tying up this amount of money for a small return, and what is the fee/penalty for early removal? Full Board discussion is needed to make this decision and the motion was tabled until the next meeting in March.

**Old Business:**

More discussion needs to take place with INHS regarding the renovation work for Jefferson Village, such as where the funding is coming from, developers percentage and will the boards' suggestions and ideas be taken into consideration.

**Next Meeting:**

March 19, 2019

**Motion to Adjourn at 5:30pm**

Motion made by Patti, seconded by Nan – carried.

Respectfully submitted,  
Patti Schimizzi