

Watkins Glen Housing Authority
Village Boardroom
November 12, 2020, 3pm

Roll call at 3pm:

Peter Widnyski, Nan Woodworth, Patti Schimizzi, Rob Rossiter, Emily Peckham and Brad Eakins phoned in.

Public Comments:

Two residents from Jefferson Village were in attendance and remarked that that people were getting nervous about the parking spots as the building across the street nears completion. More handicap parking spots are needed as well. Emily will send a letter to the residents to reassure the tenants parking spots will get assigned and parking spots will not be available to the Glen Lake Apartments.

Approving Minutes:

A motion was made by Nan to approve the minutes from the October 14, 2020 meeting, seconded by Rob and carried.

Treasurer's Report:

One expense was health insurance for the staff. Current statements from the banks were not received in time of the meeting. Motion to approve the Treasurer's Report was made by Patti, seconded by Rob and carried.

Peter mentioned that budget discussions should start soon and to have some figures for the December meeting.

Communications Sent/Received:

More discussion on the renovation at Jefferson Village, the part that does not affect the residents, the part that could affect the residents. The Board wants another meeting just to discuss just this project.

Applications for the new apartments – both Emily/Jen and INHS are both receiving applications and Emily is requesting a master list of those who apply. After the Board meets about the renovations at Jefferson Village, then we can meet with INHS to discuss this and have a discussion about leasing-up for the new building.

Executive Director's Report:

- Super Clean Carpet Services: The disinfection spraying will be discontinued and the carpet cleaning will be two times a years as opposed to one.
- Tree Doctor: Clean-up work will take place around mid-November. It's been around 3-4 years since the last visit and there is plenty debris to remove and trimming to be done.
- Furnace Repair for the east end area as its not warming up and preventative maintenance for the Community Room heater.
- HUD accounts – changing usernames to Jen and Emily is a long process but moving along.
- Apartment #220 is finished and vacant.
- Tenant Life: Halloween party, Vet Day celebration, a flag from the American Legion is now hanging in the lobby, coffee hour (with social distancing) has been very successful, there is a committee in place for a Christmas celebration and the Burdett Presbyterian Church will be supplying Thanksgiving dinner to the Jefferson Village residents.

New Business:

N/A

Old Business:

- Snow Removal - a quote was received from The Source Landscaping at \$485 per trip. Emily is waiting for another quote from a guy in Horseheads.
- MOR Survey – extension to December 3 with one more citation to be finalized. A motion was made to approve the changes to the EIV policy by Nan, seconded by Patti and carried. A motion to change the Quality assurance Measures for Tenant Selection was made by Nan, seconded by Peter and carried.
- Smoke Shack – the Insurance company still needs to inspect the smoke shack and it will remain closed.

Executive Session:

Nan made a motion at 4:13pm to adjourn to Executive Session. Motion to exit Executive Session and adjourn the regular meeting at 4:25pm was made by Patti, seconded by Nan and carried.

Respectfully submitted,
Patti Schimizzi

