

## THOMASTON HOUSING AUTHORITY

November 10, 2016

Chairman Peter Foley called the November Meeting of the Thomaston Housing Authority to order at 7:00 P.M

**Present:** Chairman Peter Foley; Commissioner Catherine Darm; Commissioner Cheryl Flanagan; Commissioner Virginia Valaitis; Commissioner Patti Kelley; Executive Director Grove Manor Evie Platt.

### GROVE MANOR

There were no new applications.

A motion to accept the October 2016 Minutes was made by C. Flanagan; seconded by V. Valaitis. Motion carried.

A motion to accept the October 2016 Financial Report was made by C. Darm; seconded by C. Flanagan. Motion carried.

**Old Business:** The new computer has been installed and Quick Books will be installed on it Tuesday.

The Capital Needs Assessment and Self Evaluations have been completed. Payment of \$3,495.00, the cost of the CNA, is pending on its acceptance and approval.

The 2017 Proposed Budget, which includes an increase, was submitted on 9/19/2016. Waiting to hear back.

**New Business:** Evie reported that some windows have been leaking. They will be coming to calk them.

The masonry work for pointing up the building under the Small Towns and Cities Grant is scheduled to begin in late March 2017.

A motion to award a Christmas bonus of \$150.00 to Evie Platt was made by P.Kelley; seconded by V. Valaitis. Motion carried.

A motion to give \$10.00 IGA Gift Cards to all tenants was made by P.Kelley; seconded by V. Valaitis. Motion carried.

A motion was made at 7:13 by C. Flanagan; seconded by P. Kelley to adjourn. Motion carried.

Respectfully submitted,  
Catherine M. Darm

Secretary/Treasurer

## GREEN MANOR

Chairman Peter Foley called the November Meeting of the Thomaston Housing Authority to order at 7:15 P.M.

**Public Audience:** Five tenants attended the meeting.

There were three new applications. A motion was made by C. Flanagan; seconded by C. Darm to accept the applications of John Chik, Elizabeth Montambault, and Patricia Duncan. Motion carried.

A motion was made by V. Valaitis; seconded by P. Kelley to grant occupancy for a hardship case on a recommendation from Social Services. Motion carried.

A motion to accept the October 2016 Minutes was made by C. Flanagan; seconded by V. Valaitis. Motion carried.

A motion to accept the October Financial Report was made by C. Darm; seconded by V. Valaitis. Motion carried.

**Old Business:** The snow removal contract with Osoweicki has been approved.

Gary Brooks will now be doing any painting at Green Manor.

**New Business:** The State reports for Tenants and Wait Lists has been submitted.

Our attorney is going to review that a clause be added in the lease to include that eviction will ensue if there is an issue regarding "living harmoniously with each others."

Evie is looking into installing cameras in common areas.

There was discussion on the laundry schedule and its time of operation. Schedule to be addressed.

We were notified by Webster Bank, Thomaston Savings and the Congregational Church that tenants will no longer be allowed to park in those lots.

A motion was made by P. Kelley; seconded by V. Valaitis give the same Christmas Bonus gifts as last year. Ed Orban and Larry Geddes, \$100.00, Carol Shugrue and Barbara Olivero \$50.00.

A motion was made by P. Kelley; seconded by V. Valaitis to give all tenants \$10.00 IGA Gift Cards for Christmas. Motion carried.

The Christmas Party will be December 17<sup>th</sup>.

A motion to adjourn was made at 8:20 P.M. by P. Kelley; seconded by C. Darm. Motion carried.

Respectfully submitted,

Catherine M. Darm  
Secretary/Treasurer