

ATTENDEES: Lynne Bobroske, Harry Buck, David Eylers, William Gangloff, Mary Heltke, Danielle DellaVecchia, David Garrison, and Charlotte Mochak.

CALL TO ORDER: At 11:35am by Chairman, David Eylers. Chairman Eylers opened up the meeting greeting each member and EHM staff, along with introducing a Wintergreen Housing tenant, Charlotte Mochak, who is interested in filling the position of resident board member of the Housing Authority.

ADMINISTRATOR'S REPORT: A printed copy was presented and studied.

Danielle DellaVecchia, Property Administrator read the Administrator's report starting with the financials, the account payables, and the replacement reserves.

She stated that all recertification's are current and there is one vacancy that is undergoing renovation to bring it to ADA/504 accessibility standards. Danielle spoke on the current bids for the architectural drawings for this unit to comply with the guidelines necessary for senior housing. The three bids have been submitted and are being reviewed by management. The administrator spoke on the monthly meetings that were to be held with the residents of Wintergreen, both, the monthly tea and the monthly residents meeting where cancelled due to weather.

Donation boxes are located in the main room of the Skinner House for the Food Pantry and the local Animal Shelter. The boxes are brought to the Town Hall on a monthly basis to be distributed.

Harry Buck made a motion to accept the Administrator's report, motion was seconded by William Gangloff, voted on and passed unanimously.

SECRETARY'S REPORT: A printed copy of a notice stating that the regular meeting on Wednesday, March 21, 2018 was cancelled due to weather.

William Gangloff made a motion to accept this notice. Motion was seconded by Harry Buck, voted on and passed unanimously.

TREASURER'S REPORT: Balance as of 4/18/18 was \$14,437.96. A check was written from this account on April 2, 2018 to purchase one Whirlpool washing machine for the laundry room in the Skinner House. Dave Garrison had installed the new washer machine and he stated that it is working fine and the tenant's seems to like it very much. Lynne Bobroske made a motion to accept the Treasurer's Report. Motion was seconded by Harry Buck, voted on and passed unanimously.

OLD BUSINESS: None

NEW BUSINESS: Danielle DellaVecchia asked for the board to vote on the new 2018 Wintergreen Resident Handbook and Occupancy rules. All members had time to review the handbook from the last regular board meeting and was in favor of approving the handbook, William Gangloff made a motion to accept the Wintergreen Resident Handbook. Motion was seconded by Lynne Bobroske, voted on and passed unanimously.

Danielle asked for the board members to vote on an annual certification for each resident of Wintergreen Senior Housing. The board member's read through the three page document and was in favor of approving this certification document. Harry Buck made a motion to accept the annual certification for HUD-Assisted Residents. Motion was seconded by William Gangloff, voted on and passed unanimously. Danielle spoke on the Flag ceremony that she would like to schedule for Thursday, May 31st. She proposed a plaque in the honor of Lawrence Adkins at the flag pole area and spoke with the local Brownie Troop to help with the garden and for them to paint rocks with positive words to place within the flower garden. Danielle had tried diligently to get in touch with the local Boy Scouts but she never received a return phone call. Did speak to the Garden Club and they would like for her to attend their monthly meeting to address the members on what she would like for the Club to do for Wintergreen's grounds. There next monthly meeting is Thursday, May 10th.

Chairman David Eylers wanted to discuss the need for a resident of Wintergreen Senior Housing to be placed on the board to fill the vacancy position of Lawrence Adkins. The resident interested in taking this position is Charlotte Mochak who resides in Unit #4 and she was present at today's meeting.

Chairman Eylers spoke about the beginning of Wintergreen Senior Housing and the people that were involved in getting Wintergreen Senior Housing to be a reality in the Town Of Harwinton Connecticut. Chairman Eylers asked Charlotte Mochak if she would be interested in being part of the board and mentioned that meetings are held every third Wednesday of the month and starts at 11:30am. The board does not meet for the month of July and August. Charlotte Mochak did accept the offer to represent the residents of Wintergreen Senior Housing. The board members welcomed her into the Harwinton Housing Authority.

ADJOURNMENT: At 12:50 pm William Gangloff made a motion to adjourn. It was seconded by Harry Buck, voted on and passed unanimously. Next scheduled meeting will be on Wednesday, May 16th at 11:30am.

Respectfully submitted, Lynne Bobroske

RECEIVED FOR RECORD AT HARWINTON CT
ON 04/23/18 AT 8:30AM
ATTEST NANCY E. ELDRIDGE TOWN CLERK