

## WESTBROOK HOUSING AUTHORITY

The Westbrook Housing Authority meeting held on September 29, 2009 at Worthington Manor, 34 Worthington Drive, Westbrook, convened at 7:00 pm.

Present were:

Tony Barbieri  
Tom Collopy  
Marge Spada  
Sandra Galloni

Absent were: Clara Crawford

Also Present: Cheryl Daniw, Merit Properties

Tony Barbieri called the meeting to order at 7:00 p.m. Sandra Galloni made a motion to accept the minutes of the meeting of June 30, 2009. Marge Spada seconded the motion and it passed unanimously.

Cheryl Daniw presented the management/facilities report:

The upgrade of the lights is still planned. We have been looking at different options for this upgrade with the electrician.

The windows in all of the common areas were washed and the bugs were removed from the outside light fixtures. A resident asked if there was someone who can wash their windows as they are unable to open and pull down the window without difficulty. Cheryl stated that there was a note on the bulletin board from the cleaning company, L&L, offering their services for small fee per window. She will ask that another flyer to be posted with their contact information.

A resident requested that the old birds nest be removed from the awning track.

Cheryl noted that residents that have resided in the building since it opened have requested to have replacement of the carpet and kitchen flooring in their unit. Cheryl noted that this project should be planned for 2010 fiscal year.

A resident stated that the new Resident Service Coordinator has not been to her unit to complete the personal evaluation that was previously discussed. Another resident noted that the same people attend her coffee hour. It was requested that if possible if the time could be changed once in awhile to accommodate other residents. Cheryl explained that she had provided Jackie with a list of residents that she felt needed assistance first. She assured the residents that Jackie will get to everyone. She is there only part time and could only attend to so much in a day. Jackie has been working with the Visiting Nurse Association of Westbrook trying to provide more services to the residents at Worthington Manor. She has also been working with agencies and residents who residents that qualify for different cost saving programs. She has also been working with a few residents that just lost their spouses.

Sandra Galloni made a motion to adjourn the meeting at 7:20 pm. The motion was seconded by Tom Collopy and passed unanimously.

Respectfully Submitted,

Cheryl Daniw  
Westbrook Housing Authority

cc: Tony Barbieri  
Tom Collopy  
Sandra Galloni  
Clara Crawford  
Marge Spada  
Merit Properties  
Town Clerk  
File