

**HOUSING AUTHORITY OF THE TOWN OF GREENWICH**  
**Annual Meeting of the Board of Commissioners**  
**October 26, 2016**  
*Minutes of the Meeting*

The Annual Meeting of the Board of Commissioners of the Housing Authority of the Town of Greenwich was held on Wednesday, October 26, 2016 at the Agnes Morley Heights Community Room. The Chairman, Sam Romeo, called the meeting to order in public session at 5:34 p.m.

The Chairman declared that a quorum was present and directed the Assistant Secretary, Lisette E. Contreras, to act as secretary for the meeting.

Commissioners Present: Sam Romeo, Abelardo Curdumi, James Boutelle, Cathy Landy, Angelo Pucci, Robert Simms Jr. and George Yankowich

Staff Present: Anthony Johnson, Terry Mardula, Derrick Bryant, Lisette Contreras, Ruth Young, Sardis Solano and Winston Robinson

Public: Barbara Rogers, Carol Nuro, Sarah Socito, John Munnelly, Joan Yankowski, Margaret Gasparino, Cristina Pica, Margaret Clarke, Antonia Christiano, Idalia Rodriguez, Mary Jimenez, Ruth Gordon, Lorraine Ford and Christine Holland

The Chairman welcomed the public and asked for any comments from residents. He reminded the public that this is a public meeting, not a public hearing and that he will invite any non-residents to speak.

Ms. Carol Nuro stated that there is a problem with the mail taking too long to get to its destination. Ms. Barbara Rogers claimed that it took two weeks for her to receive her rent statement. Ms. Ruth Gordon replied that the mail goes to Stamford before returning to Greenwich. She stated that the rent payments are being posted late because of the mail and it's unfair. Ms. Nuro asked if there can be a drop box for them to drop off their rent payments. The Executive Director responded that HATG doesn't want to interfere between the mail and the tenants. The Chairman advised the tenants to place a complaint with the post office and stated that HATG will do so as well. Ms. Cristina Pica stated that she called USPS to ask for a replacement mailbox because the one outside is very old and rusty. In response to the rent payments the Finance Director stated that HATG will be doing business with a different bank and there will be a new system with different options on submitting rent payments, such as paying through the website, mailing a check, HATG can take out the rent from tenant's accounts if given permission. Ms. Margaret Clarke asked if residents will still be able to pay at the bank. The Finance Director responded that they would, but it will probably not be Wells Fargo. Commissioner Boutelle suggested having someone do a training session on the new rent payment options. The Finance Director replied that there will be an instructional guide. Commissioner Yankowich stated that instructional guides do not work for everyone. The Chairman instructed the Finance Director to explain to residents at each complex.

Ms. Lorraine Ford asked if the blinds on the first floor lobby can be replaced because they are old and broken. Ms. Nuro stated that the blinds are like that on every floor. The Deputy Director responded that the blinds can be replaced.

Ms. Gordon claimed that a resident on the 4<sup>th</sup> floor of Agnes Morley had a party and placed many garbage bags with food and liquids in the recycle room. Ms. Nuro asked if someone cleans the chute. The Executive Director replied that there is someone that cleans the chute. Ms. Gordon stated that they do a terrible job and that the floor and bins need to be cleaned as well. Commissioner Yankowich asked if the Agnes Morley property manager is present. The Deputy Director replied that she is not present. The Executive Director instructed the Deputy Director to have someone clean everything. The Deputy Director claimed that HATG will continue the education process on recycling. Ms. Gordon also reported her neighbor that always leaves the garbage bag outside her door.

Ms. Cristina Pica inquired about the main front door stating that it has been broken for a while. The Executive Director replied that replacement parts have been ordered and we are waiting their arrival.

Ms. Pica reported that the Junior League of Greenwich has agreed to paint the lobby and donate new upholstered furniture. The Executive Director announced that the furniture on all the floors are dirty and need to be replaced. He would like the residents input on what type of furniture they would like to see in the building. Ms. Pica stated that the Maintenance Mechanic is wonderful; he usually completes work orders on the same day.

Ms. Gordon stated that someone has been stealing the decorations she uses for the 4<sup>th</sup> floor. She has lived in Agnes Morley for 17 years and her decoration have never been stolen before therefore she thinks it is a new resident. The Chairman stated that HATG has no control over that issue. Ms. Joan Yankowski reported that someone has been stealing the plug cables for the printer in the Quarry Knoll I community room and asked how things can be prevented from being stolen or destroyed. The Deputy Director replied that the only way is if someone sees a person stealing something HATG can take action.

The Chairman asked for approval of the Minutes of the Regular Meeting of the Board on September 28, 2016. On a motion duly made and seconded, the minutes, with revisions, were approved. (Commissioner Pucci and Commissioner Simms abstained due to absence).

#### Finance Committee:

The Finance Committee met on October 26, 2016. In attendance were Commissioner Curdumi, Commissioner Boutelle, the Executive Director, Deputy Director and Finance Director.

Commissioner Curdumi stated that operations at Parsonage Cottage have increased revenue. Commissioner Yankowich reminded the Board that the capital budget for Parsonage Cottage needs to be revised.

Commissioner Curdumi informed the Board that the committee is considering changing the payroll to bi-weekly, which would save HATG \$5,000 a year.

The Finance Director reported that the audits were submitted to HUD. Commissioner Boutelle stated that increases in the base rents at the State properties were discussed.

Development Committee:

The Development Committee met on October 14, 2016. In attendance were the Chairman, Commissioner Yankowich, the Executive Director and the Planning and Development Manager.

The Chairman stated that the committee met with the contractor for the Armstrong Court boiler system project. The bid packet is in the process of being put together.

The Chairman stated that the Adams Garden expansion is progressing. The Chairman and the Executive Director took a tour of Westchester Modular and it is very interesting how the modular are built. Currently there are 4 boxes on site. The Executive Director added that the retaining wall is in for 2 of the units. There is a lot of equipment on site; the Executive Director hopes that the rest of the boxes are able to be stored. He stated that Superior Walls turned out to be a good choice for the foundation. Commissioner Yankowich mentioned that the extra money spent on the walls will accelerate the process. He asked if the contractor completed the conditioned crawl space. The Executive Director replied that they have not. The Chairman stated that the completion date is expected for late December. The Executive Director acclaimed AMEC by stating that they have been great to work with and that the changes they proposed have improved the project. The Executive Director will inform the board when the rest of the boxes arrive. Commissioner Yankowich stated that he would like to see the conditioned crawl space before they set the boxes.

The Executive Director reported that the Strickland Road cottage looks great. The Chairman added that the plumbing is the only thing that needs to be completed.

The Executive Director stated that he has received 2 bids for the new hot water system at Greenwich Close and is waiting for one more.

Administrative Committee:

The Administrative Committee did not meet this month.

Other Residences Committee:

The Other Residences Committee did not meet this month.

Executive Directors Report:

The Executive Director stated that HATG did not get the second round of funding for the Armstrong Court rehab project. The Executive Director will attend a debriefing and he would like our State Representatives to attend.

Commissioner Yankowich inquired about the article in the newspaper regarding DEP's concerns. The Executive Director stated that he never received a letter from DEP.

Commissioner Boutelle stated that most of the commissioners as well as the Executive Director and Deputy Director attending the event in honor of the Chairman. The Executive Director added

that it was a great event and the food was delicious. The Chairman stated that he spoke to Senator Blumenthal regarding funding for HATG and will meet with him after the election.

The Executive Director reported that he and the Chairman also attended the First Selectman's roast to benefit the American Cancer Society.

The Executive Director informed the Board that he will attend a training session. The Deputy Director, Finance Director and Social Worker will attend as well.

Staff Reports:

The Deputy Director stated that HATG is looking to continually have a base rent increase of the State properties in order to have more revenue. Resolution #430 will raise the rents for all State properties starting January 1<sup>st</sup>. McKinney Terrace II needs the increase the most. 14 tenants will be affected by the increase; however the rent for all 14 tenants is always paid on time. He would have a concern if it was paid late. One tenant wrote a letter regarding the increase. No one is affected in the other developments. The rent will be increased every year, probably not as much in the future.

The Deputy Director informed the Board that the Section 8 program is over by 50 months. He explained that after getting direction to lease up, HATG found out that we shouldn't have leased up. Now we will get penalized for going over our maximum. We will have to stay at 343 vouchers average for the year and will not lease issue any more vouchers at this time.

The Deputy Director reported that there are personnel changes. Jackie Nieves is the new manager for Wilbur Peck Court and Quarry Knoll I. HATG has hired an inspector who will charge \$32 per unit he inspects. This is a big savings for the housing authority over having someone on the payroll with benefits. Commissioner Yankowich asked if the inspector has to be certified. The Deputy Director responded that he is; he work with John D'Amelia. Commissioner Yankowich asked if the new manager is certified. The Deputy Director responded that she is; she had taken the certification previously. Commissioner Pucci asked of the new inspector will notify HATG of any issues. The Deputy Director replied that he will and he will return to the unit. Commissioner Pucci inquired as to what the inspector will look for in the units. The Deputy Director replied that he will look at seals, windows, fire alarms, outlets, etc.

Other/New Business:

**RESOLUTION #429:**

RESOLVED that the Public Housing Authority Agency Plan for the Authority for the fiscal year commencing January 1, 2017 be, and it hereby is, approved and that the Chairman, Executive and Deputy Directors, or either of them, execute and file the Plan together with HUD Form 50075 and the PHA Certificate of Compliance with HUD in accordance with its instructions and regulations.

**RESOLUTION #430:**

The Deputy Director reported that the Housing Authority has notified tenants at Town Hall Annex, Armstrong Court, Adams Garden, McKinney Terrace I and McKinney Terrace II of an increase in the base rents effective January 1, 2017

RESOLVED, that the Board of Commissioners approves the base rent increase at Town Hall Annex, Armstrong Court, Adams Garden, McKinney Terrace I and McKinney Terrace II as reflected in the memorandum to residents dated September 6, 2016, September 9, 2016 and September 12, 2016, respectively, and to file with appropriate agencies.

Commissioner Yankowich stated that the Vice-Chairman has to be voted in yearly. Commissioner Boutelle nominates Commissioner Abelardo Curdumi as Vice-Chairman. The Chairman seconded and all votes are in favor.

**RESOLUTION #431:**

The undersigned, being all the members of the Board of Commissioners of the Housing Authority of the Town of Greenwich (the “Authority”), hereby adopt Resolution #431 set forth below by unanimous consent:

RESOLVED that the persons named below are hereby appointed to serve as members of committees of the Authority or as directors of our subsidiaries, as set forth below, to serve until the next Annual Meeting of the Authority or until their successors are appointed:

Committees of the Authority:

*Development Committee:*

Sam Romeo (Chair), George Yankowich, Anthony L. Johnson and John Yankowich

*Finance Committee:*

Abelardo Curdumi (Chair), James Boutelle, Anthony L. Johnson, Derrick Bryant

*Administrative and Communications Committee:*

Angelo Pucci (Chair), James Boutelle, Robert Simms Jr, Anthony L. Johnson, Terry Mardula and Lou Pittocco

*Other Residences Committee:*

Cathy Landy (Chair), Robert Simms Jr, Anthony L. Johnson, Penny Lore, Jamie Longo and John Yankowich

Officers of the Authority:

Executive Director	Anthony L. Johnson
Deputy Director	Terry Mardula
Secretary	Anthony L. Johnson
Treasurer	Derrick Bryant

Motion to close out Annual Meeting of the Board at 6:47 p.m.

Motion to open Annual Meeting for Quarry Knoll II Corporation (“QK II Corp”) at 6:48 p.m.

**RESOLUTION #432:**

The undersigned, being all the members of the Board of Directors of the Quarry Knoll Corporation (“QK Corp”), hereby adopt Resolution #432 set forth below by unanimous consent at a meeting duly called and conducted of this Board:

RESOLVED that the persons named below are hereby appointed to serve as members of committees of the Authority or as directors of our subsidiaries, as set forth below, to serve until the next Annual Meeting of the Corporation or until their successors are appointed:

Officers of Quarry Knoll II Corporation:

President	Anthony L. Johnson
Secretary	Terry Mardula
Treasurer	Derrick Bryant

Motion to adjourn the Annual Meeting for QKII Corp at 6:49 p.m.

Motion to open the Annual Meeting for Town Hall Annex Corporation (“THAC”) at 6:50 p.m.

**RESOLUTION #433:**

The undersigned, being all the members of the Board of Directors of the Town Hall Annex Corporation (“THAC”), hereby adopt Resolution #433 set forth below by unanimous consent at a meeting duly called and conducted of this Board:

RESOLVED that the persons named below are hereby appointed to serve as members of committees of the Authority or as directors of our subsidiaries, as set forth below, to serve until the next Annual Meeting of the Corporation or until their successors are appointed:

Officers of Town Hall Annex Corporation:

President	Anthony L. Johnson
Secretary	Terry Mardula
Treasurer	Derrick Bryant

Motion to adjourn the Annual Meeting for THAC at 6:51 p.m.

Motion to re-open the Annual Meeting of the Board at 6:52 p.m.

Motion to go into Executive Session at 6:53 p.m.

Motion to come out of Executive Session at 7:20 p.m.

There being no further business to come before the Board, upon a motion duly made and seconded, the meeting was adjourned at 7:22 p.m.

Respectfully submitted by,

Lisette E. Contreras