

HOUSING AUTHORITY OF THE TOWN OF GREENWICH
Regular Meeting of the Board of Commissioners
December 14, 2016
Minutes of the Meeting

The Regular Meeting of the Board of Commissioners of the Housing Authority of the Town of Greenwich was held on Wednesday, December 14, 2016 at the Agnes Morley Heights Community Room. The Chairman, Sam Romeo, called the meeting to order in public session at 5:37 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, Derrick Bryant, Lisette Contreras, John Yankowich, Teryl Reynolds, Laura Murphy, Sardis Solano and Winston Robinson

Public: Joan Yankowski, Margaret Gasparino, Lorraine Ford, Marcelle Sands, Barbara Maguire, Antonia Christiano, Margaret Clarke, Althea Reardon, Marion Milazzo, Allan Novick, Christine Holland, John Munnely, Marcia Rios and Neil Donnelly

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.

A resident of Agnes Morley Heights stated that she likes living at Agnes Morley, however, her apartment became infested with bed bugs recently. The Senior Asset Manager has been very helpful with the situation. The exterminators will be at her apartment tomorrow. She stated that her daughter was able to hire a company to do all the prep work because it is so much that she was getting overwhelmed. The resident suggested treating the common areas because everyone sits on the chairs in the lobby and on all the floors and the bugs can spread like that. The Chairman asked if the dog can be brought in to check the building. The Executive Director replied that it can be done, however, it is an expensive process. He stated that some residents pick up things from the dumpster and carry them into their apartments and that is how bed bugs spread. It is very hard to identify the source; we can only react to the issue when a unit is already infested. We treat the infested unit and we treat the adjacent units and the units above and below as a preventative measure. For the treatment to be a success, the tenant has to prep diligently. Whenever a tenant needs help prepping, we do contact social services and they are able to bring someone to help. The resident asked why we don't check apartments that have been treated a year later. The Executive Director responded that once a unit has been treated and cleared, there is no reason to check the unit again. Commissioner Simms asked if the Town provides information regarding bed bugs. The Executive Director replied that the Town does have information. He added that he will send out a notice reiterating to tenants not to bring things in from the dumpster.

A resident from Quarry Knoll expressed that the money machine in the laundry room was broken and it took two weeks for MacGray to service it. The Quarry Knoll Maintenance Mechanic replied that it did take the company a while to fix it but it is working now. The Resident added that it is very hard to call MacGray. The Chairman told her to call him next time that happens.

Commissioner Simms suggested that tenants have a spare laundry card with money in case of emergencies. The Senior Asset Manager stated that when there is a problem with the laundry room she sends MacGray an email and they respond very quickly. The Executive Director suggested letting the Deputy Director know of any problems with MacGray because he has direct contact with their general manager. The resident mentioned that there are many people at Quarry Knoll that take things out of the dumpster and wanted to know how to stop that. The Executive Director replied that we can only tell them not to do that.

A tenant from Agnes Morley stated that the energy personnel tore down her curtain and they removed an outlet cover and did not re-install it. The Executive Director stated that he would look into it.

Another resident from Agnes Morley asked if it's possible for tenants to have a list of recyclable items. Some tenants put everything in the recycling, even garbage. Commissioner Yankowich stated that the Town and garbage companies have lists of recyclables. The Executive Director added that we have them as well posted on the recycling bins. The Senior Asset Manager will send out a notice to the residents regarding the recycling. The Senior Asset Manager stated that she is working with the Maintenance Personnel to identify the residents that throw away garbage in the recycling in order to fine them.

A resident from Agnes Morley claimed that the landscapers used the leaf blowers in the foyer and the smell of gasoline got the residents sick. The Chairman stated that it will not happen again because that company has done a terrible job and their contract will not be renewed. Another tenant stated that the money machine in the laundry room is always broken. She added that the company takes 14 days to refund any money the residents lost to the machine. The Chairman directed the Executive Director to have MacGray replace that machine and install 2 machines in the laundry room, if possible.

Another resident from Agnes Morley inquired about the main front door stating that it has been broken since April. The Executive Director replied that replacement parts have been ordered and we are waiting their arrival. Parts for the door are very hard to obtain.

A resident from Agnes Morley wanted to ask a question about the parking. The Chairman stated that he already spoke to him and the solution is that the police will do parking enforcements and will tow anyone that is parked illegally. The resident asked about calling the police during the day on weekdays. The Executive Director reminded the residents that HATG offices are in Agnes Morley and any parked vehicle without a parking sticker might be someone that is conducting business in the office. He added that on the weekends cars without stickers might be people that are visiting residents. Another resident suggested sending residents a letter to have their visitor's park elsewhere. The Executive Director agreed to send a letter. A tenant mentioned a green SUV parked in the lot that never moves and asked what can be done about that. The Executive Director responded that if the owner of the car is a tenant and it is registered, he can't do anything about that.

The Chairman asked for approval of the Minutes of the Annual Meeting of the Board on October 26, 2016. On a motion duly made and seconded, the minutes, were approved.

Finance Committee:

The Finance Committee met on December 14, 2016. In attendance were Commissioner Curdumi, the Executive Director and Finance Director.

Commissioner Curdumi stated that operations during October are very good. He added that the budgets look good as well. Commissioner Yankowich stated that the Parsonage Cottage budget needs to mimic the budget that was submitted to the Town for the agreement on the Parsonage Cottage Loan. Commissioner Yankowich added that the budget has no debt service for Strickland Road. The Finance Director responded that THAC is taking up all the expenses for Strickland. The Executive Director stated that the expenses have to be divided up on the budgets and that they should mirror the financial statements. Commissioner Boutelle asked what has to be legally approved tonight. The Chairman clarified that the budget will be the same, some insignificant numbers will only be allocated to different departments. The Executive Director stated that the Finance Committee recommended to approve the budget, if anyone disagrees, it needs to be discussed. Commissioner Yankowich asked if Parsonage Cottage was operating on a positive cash flow. Commissioner Curdumi replied that Parsonage Cottage has been positive for the past three months. Commissioner Simms inquired about the ROSS Grant. The Executive Director explained that the money for the ROSS Grant is just a pass through; all the money is spent on Family Centers for their services. Commissioner Yankowich stated that the budget should show energy savings in the developments where energy saving measures have been completed because we received CDBG money for those projects.

Commissioner Curdumi motioned to approve Resolution #434. Commissioner Simms seconded, and all votes were in favor.

RESOLUTION #434:

The Finance Director explained that the public housing budgets for Agnes Morley Heights, Wilbur Peck Court, Quarry Knoll I, and Greenwich Close need to be approved in accordance with HUD regulations. After discussion, upon motion duly made and seconded, the following resolution was adopted:

RESOLVED, that the budgets for the fiscal year ending December 31, 2017, for the public housing facilities, Agnes Morley Heights, Wilbur Peck Court, Quarry Knoll I, and Greenwich Close, in the form submitted to the Board for review, be and they hereby are approved, and the Finance Director is directed to maintain such budgets in accordance with HUD regulations in the form submitted to the meeting and the Secretary is directed to file a copy thereof with the Minutes of the Meeting.

Commissioner Curdumi motioned to approve Resolution #435. Commissioner Simms seconded, and all votes were in favor.

Commissioner Boutelle inquired about the language of the resolution pertaining to Town Hall Annex and CHFA oversight. The Executive Director replied that we removed Town Hall Annex from the site based Section 8 program, however, ownership and management hasn't changed. He

added that the reserves are increasing because HATG was able to raise the rents by removing the Section 8 program.

RESOLUTION #435:

The Finance Director has prepared the budgets for the fiscal year ending December 31, 2017 which include the budgets for our State Elderly, State Moderate Rental and Town Hall Annex (referred to by CHFA as the “Management Plans” of such facilities). After review of such Management Plans, upon motion duly made and seconded, the following resolution was unanimously adopted:

RESOLVED, that the Board approves the Management Plans for the State Elderly, State Moderate Rental and Town Hall Annex and the Finance Director is directed to submit such Management Plans to Connecticut Housing Finance Authority (CHFA).

Development Committee:

The Development Committee met on November 11, 2016. In attendance were the Chairman, Commissioner Yankowich and the Executive Director.

The Chairman clarified that the meeting on November 11th was not officially a development committee because they met regarding change orders to the Adams Garden Expansion. He added that the project is going very well; 2 units are up and they are finishing the roof.

The Executive Director stated that the installation of the boilers at Greenwich Close is going well. The three way valve was just finished, which is very effective because we now control the temperature of the water that is going out. The boilers will be tested on Saturday.

The Executive Director reported that work on the bathroom renovations at Wilbur Peck Court are progressing; inspection process is working out very well. The Contractors have already completed 6 bathrooms and are currently working on 3. Residents were offered to stay at a hotel during renovations, at no cost to them, however many opted to stay with family. To the families that opted out of the hotel, they are receiving a per diem.

The Chairman stated that he is working on the permit process for the new 18 units at Armstrong Court. He is hoping that the Town will forgive the permit fee.

The Executive Director informed the Board that the bids for the Armstrong Court Fire Alarm System came in and there is a low bidder of \$170,000. Attorney Pittocco tried to ask for a waiver on the installation of the alarm system one more time and the State Fire Marshal rejected it.

The Executive Director mentioned that the Board needs to make a decision on whom to choose as the tax credit syndicator for the Armstrong Court rehabilitation. The corporations we have contacted have agreed to hold up their offer although the tax credit business is not doing so well with after the election. The Chairman would like to act on this quickly. The Executive Director agreed to send his recommendation next week. Commissioner Curdumi suggested voting via telephone conference on the matter.

The Executive Director stated that the new roof installation at Town Hall Annex is complete. The contractor did a great job; he completed the work quickly and efficiently. He added that he signed the contract for the security camera project. The Executive Director is currently working on the bids for the water heater installation. Town Hall Annex will also have the wood floors renovated and the elevator refurbished.

Administrative Committee:

The Administrative Committee met on December 13, 2016. In attendance were Commissioner Pucci, Commissioner Boutelle, Commissioner Simms and the Executive Director.

Commissioner Pucci would like to discuss the outcome of the meeting during Executive Session.

Other Residences Committee:

The Other Residences Committee did not meet this month.

Executive Directors Report:

There were no questions on the report.

Staff Reports:

There were no questions on the reports.

Other/New Business:

Commissioner Curdumi motioned to approve the budgets for 2017. Commissioner Yankowich instructed the Finance Committee to work out the details of the budgets and present it to the Board. In the meantime the Board will approve the consolidated 2017 budget. Commissioner Boutelle seconded and all votes were in favor.

Motion to go into Executive Session at 6:49 p.m.

Motion to come out of Executive Session at 7:30 p.m.

Commissioner Boutelle motioned for the Board to authorize the Executive Director to sign the settlement agreement in the Higbie case. As part of this agreement, the Board authorizes the Executive Director to purchase the Higbie unit, if it is offered for sale to HATG, after unsuccessfully being marketed by Higbie. The Board authorizes the Executive Director to spend the amount listed in the agreement for the purchase of the unit. The life of the settlement agreement is six months from the date of signature. Commissioner Simms seconded the motion and all votes were in favor.

There being no further business to come before the Board, upon a motion duly made and seconded, the meeting was adjourned at 7:35 p.m.

Respectfully submitted by,

Lisette E. Contreras