

HOUSING AUTHORITY OF THE TOWN OF GREENWICH
Regular Meeting of the Board of Commissioners
February 22, 2017
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, February 22, 2017 at the Agnes Morley Heights Community Room. The Chairman, Sam Romeo, called the meeting to order in public session at 5:39 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, Penny Lore, Lisette Contreras, John Yankowich, Laura Murphy, Sardis Solano and Winston Robinson

Legal: Louis Pittocco

Public: Marcia Rios, John Munnely, Philomena Bermingham, Joan Yankowski, Cristina Pica and Marcelle Sands

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 Quarry Knoll I stated some of the concerns that were brought up during their last resident council meeting. A bigger sign on the community room was requested because taxi cabs or call-a-ride can't find it. The residents also request dumpsters with side doors because the top door is too heavy to lift. The Deputy Director stated that per our contract, all dumpsters should have side doors and will contact the carting company. She also requested if a shredder truck can go to the property because the tenants have information that they want to shred and some are not able to travel to Town Hall when they have the shredding available. The Chairman replied that there has to be a minimum amount of shredding in order to have a truck go there. Commissioner Yankowich suggested using call-a-ride to attend the Town's shredding events and the resident responded that they do not operate on Saturdays. Commissioner Boutelle informed the resident that TAG does operate on Saturdays and would be able to help with transportation.

A resident of Agnes Morley Heights was thankful for all the energy efficient measures that have been taken. She stated that much of the heat goes out through the terrace door. Commissioner Yankowich suggested looking at the weather stripping on the windows. The Executive Director responded that a work order will be made to look at all windows. The resident added that the compactor room is still dirty. The Executive Director replied that the garbage chutes will be cleaned in the Spring. He informed the Board and public that we are looking into replacing the furniture in the common areas.

The Chairman asked for approval of the Minutes of the Regular Meeting of the Board on January 25, 2017. On a motion duly made and seconded, the minutes, with revisions, were approved (Commissioner Landy and Commissioner Pucci abstained due to absence).

Finance Committee:

The Finance Committee met on February 22, 2017. In attendance were Commissioner Curdumi, Commissioner Boutelle, the Executive Director, Deputy Director and Finance Director.

Commissioner Curdumi stated that expenses were slightly higher due to seasonal items and 8 units were turned over and rented at Greenwich Close.

Commissioner Curdumi informed the Board that the bank bids were discussed during the meeting. Webster Bank was most aggressive with higher credit and lower fees. TD Bank is not an option because they do not provide many of the services needed. He added that by switching to Webster Bank, HATG would save about \$28,000. The Finance Director stated that Webster Bank has the options to pay the rent through their website or for HATG to automatically charge the tenants account. Commissioner Romeo asked if this bank requires an ID to pay the rent. The Deputy Director reported that he inquired at Wells Fargo regarding the ID incident and the bank was able to work something out with the resident. Commissioner Curdumi stated that the Finance Committee recommends approving the bid from Webster Bank. The Executive Director replied that a resolution is needed and will be presented during next month's meeting.

Development Committee:

The Development Committee met on February 17, 2017. In attendance were the Chairman, Commissioner Yankowich, the Executive Director, Maintenance Director and the Planning and Development Manager.

The Chairman stated that the meeting was mostly in regards to the Adams Garden change order. The Executive Director stated that the expansion is progressing well and looks very good. He added that they have met with AMEC several times to reconcile the soil/rock removal change order of \$180,000. Commissioner Boutelle inquired about the "unsuitable soil" in the report, because it can be misconstrued. The Executive Director replied that it means that the soil is unsuitable for construction.

The Executive Director informed the Board that the Wilbur Peck Court bathroom renovation is going well. He added that 30% of the residents have stayed in hotels for about 4-5 days. The renovations taking place the week of March 13th will affect the clinic. The Chairman stated that the new bathrooms look great and would like to recommend renovating the kitchens next.

The Executive Director reported that the final report from the State of Connecticut regarding the soil at Armstrong Court was completed. The Department of Environmental Protection became engaged through contact with one neighbor and the local newspaper articles. The report stated that there is nothing in the soil and there is no actionable recommendation. The Executive Director stated that he will post the report to the website. Commissioner Landy inquired if protestors can do any more to hinder the project. The Executive Director replied that DEP was their last resort.

The Executive Director informed the board that the security system at Town Hall Annex is complete. There was a \$1,000 change order for a battery backup.

The Planning and Development Manager stated that he has met with the contractors for the kitchen renovations at Town Hall Annex and will try to squeeze in a test unit.

The Executive Director has met with AMEC regarding the Armstrong Court new units. They are trying to make the drawings as accurate as possible so change orders can be avoided. In May, we will present the 100% completed drawings to the State Bonding Commission for financing. Commissioner Yankowich inquired about being on the agenda for Phase II. The Executive Director replied that it's only for approval of the project. He added that there has been a change with the financing through CHFA; the funds for RAP have been removed and we are looking into other financing options. Commissioner Yankowich stated that one of the reasons HATG went to the State for funding was because of the RAP. The Executive Director stated that HATG will be moving forward with the tax credit deal and he went on to explain the tax credit program.

Administrative Committee:

The Administrative Committee met on February 21, 2017. In attendance were Commissioner Pucci, Commissioner Simms, the Executive Director and Deputy Director.

Commissioner Pucci stated that he would like to discuss what was said at the meeting during Executive Session.

Other Residences Committee:

The Other Residences Committee did not meet this month.

The Planning and Development Manager stated that that he received the approval for the renovation of the porch at Parsonage Cottage.

Executive Directors Report:

The Executive Director reported that he had a conference call with the State regarding solar energy which they would like for us to look into. The Chairman inquired about installing solar at McKinney Terrace II because it would really help the tenants with their utilities. The Executive Director replied that it would not work there because of the orientation of the building and slanted roof. Commissioner Yankowich added that there is no place to install the 51 compressors needed. However, Commissioner Yankowich informed the Board that there are solar shingles now that look like real shingles. The Executive Director stated that cash flow needs to be generated for that property; right now there are very limited resources to pursue new activities.

Commissioner Boutelle inquired about the fire pull boxes at Armstrong Court. The Executive Director replied that the Fire Marshal now wants horns installed in every unit. Commissioner Boutelle asked if the proposal HATG received included this. The Executive Director responded that it does not. He added that a similar system was installed at Wilbur Peck Court, which did not require horns in every unit, and thought it would satisfy the Fire Marshal. Commissioner Landy asked if any building codes have changed since the system was installed in Wilbur Peck. The Executive Director responded that no changes have occurred.

Commissioner Simms inquired when the emergency mass notification system will be up and running. The Executive Director replied that it will be up next month. Property Managers are in the process of collecting residents' contact information. Commissioner Simms asked if this system would be able to only contact one building as opposed to every resident. The Executive Director replied that it would.

Staff Reports:

The Chairman asked the Deputy Director if he is working on a solution for the parking at McKinney Terrace. The Deputy Director responded that he is waiting for the Chairman to speak to the Chief of

Police, but has no problem going through the Board of Selectmen, if needed. The Chairman stated that he might have to do that; however, he will speak to the First Selectman. The Deputy Director stated that new signage was installed last week and the Resident Council's president was satisfied.

Other/New Business:

The Deputy Director explained that higher income applicants are needed for McKinney Terrace II due to the new rent structure and the high cost of utilities and would like to initiate a site based waiting list for that building. Commissioner Yankowich asked if there are any tenants that can go to Parsonage Cottage. The Deputy Director replied that the Social Worker has already moved eligible tenants. Commissioner Yankowich asked if a survey has been done to analyze any decreases in the energy bill since the installation of the insulation. The Deputy Director responded that a survey was completed and showed that the energy bill did slightly decrease. He added that McKinney Terrace II allows senior residents beginning at the age of 55. Commissioner Boutelle stated that the ad should also say that preference is given to those that work in Greenwich, due to the fact that some seniors do work. Right now seniors get preference only if they live or used to live in Greenwich. The Deputy Director agreed that it was a good idea to add that to the ACOP and will bring a resolution to next month's Board meeting to approve that change.

RESOLUTION #436:

The Deputy Director requests the Board of Commissioners to approve a site based waiting list for McKinney Terrace II due to the new rent structure. After review, upon motion duly made and seconded, the following resolution was unanimously adopted:

RESOLVED, that the Board approves a site based waiting list for McKinney Terrace II to be added to the Tenant Selection and Assignment Policy.

Commissioner Simms spoke about the dinner at Quarry Knoll hosted by the Peace Community Chapel on February 25th. The Chairman announced the St. Patrick's Day Parade on March 20th and the Pancake Fry at the Lions Club on March 11th. He added that tomorrow he will attend a roundtable discussion at Town Hall with Senator Murphy regarding the State's infrastructure.

Motion to go into Executive Session at 6:41 p.m.

Motion to come out of Executive Session at 7:25 p.m.

There being no further business to come before the Board, upon a motion duly made and seconded, the meeting was adjourned at 7:26 p.m.

Respectfully submitted by,

Lisette E. Contreras