

HOUSING AUTHORITY OF THE TOWN OF GREENWICH
Regular Meeting of the Board of Commissioners
April 22, 2015
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, April 22, 2015 at the Wilbur Peck Court Community Room. The Chairman, Sam Romeo, called the meeting to order in public session at 5:35 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, Penny Lore, Ruth Young, Sardis Solano, Teryl Elliott, Laura Murphy and Winston Robinson

Legal: Lou Pittocco

Public: Joan Yankowski, Leslie Yager, Dawn Fortunato, Robert Marchant and Lisa Jones

The Chairman welcomed the public and asked for any comments. Ms. Dawn Fortunato stated that she would like an update on the lead in Armstrong Court. She asked if an action report regarding the lead has been submitted to the Director of Environmental Health, Michael Long. Ms. Fortunato inquired about garbage on Armstrong Court and if it will be picked up. The Chairman responded that this is a public meeting for the residents of the Housing Authority to voice their concerns; it's not a public hearing.

Ms. Joan Yankowski asked if the community room doors at Quarry Knoll will be locked again because they are currently unlocked. The Maintenance mechanic for Quarry Knoll, Winston Robinson, stated that the door system got damaged with the storms this winter. When the mechanic went to look at it, he stated that the system is antiquated and needs a new system. Ms. Yankowski stated that a non-resident entered the community room to use the bathroom. The Executive Director replied that the doors will be fixed once proposals for the system are reviewed. Ms. Yankowski asked if there are any comments on the Resident Council meeting minutes. The Deputy Director stated that council members should not list apartment numbers when there is an issue with a neighbor, issues should be brought to the attention of the Manager or the Deputy Director. The Deputy Director added that he went to Quarry Knoll to investigate the issue of cars parked without stickers. There were eleven cars without stickers. The Deputy Director stated that HATG has a parking policy that it will enforce and visitor parking spaces will be put in place. Ms. Yankowski stated that residents are asking about a particular car in a handicapped parking space. The Deputy Director replied that it belongs to a resident and that car is not impacting anyone since there are thirteen handicapped parking spaces. Ms. Yankowski has heard from some tenants that tenants

unhook the fireboxes because when the power goes out the alarm noise the box makes is annoying. The Maintenance Mechanic stated that the fireboxes cannot be unhooked because they are locked. The Inspector, Ruth Young, added that she has not seen an unhooked firebox.

The Chairman asked if there are any more resident concerns. Commissioner Landy mentioned that she was concerned about flooding during the rain storm but was happy to announce that there wasn't any flooding. Commissioner Landy also stated that the dumpster area is a lot cleaner since the new company took over. The Chairman indicated that the refuse containers should be green instead of red. The Deputy Director responded that he was supposed to meet with the refuse company today, but the meeting was cancelled. The Deputy Director will mention the size of the containers and the condition of them as well as the color. Commissioner Simms stated that the labels on the containers are very small. The Deputy Director replied that he will address that as well during the meeting.

The Chairman asked for approval of the Minutes of the Regular Meeting of the Board on March 25, 2015. On a motion duly made and seconded, the Minutes, with revisions, were approved.

Commissioner Yankowich inquired about PILOT payments. The Executive Director stated that he spoke to Peter Mynarski from Town Hall and our auditors. HATG reserved the money for the PILOT payments on the books. The payment will be made next week.

Commissioner Yankowich asked about the issue with the community garden. The Executive Director spoke with Patty Sechi and decided to pay the fees for the three legacy gardeners and they will not be allowed to use any of the garden supplies because they are not interested in completing the community service requirement.

Finance Committee

The Finance Committee met Monday, April 20, 2015. In attendance were Commissioner Curdumi, the Executive Director, Deputy Director and Finance Director.

Commissioner Curdumi stated that the financial statements were reviewed and all programs are operating at a surplus except for Agnes Morley Heights due to an electric bill of \$104,000. Commissioner Boutelle asked if HATG pays for the source and delivery of electricity or if it's bid out. The Executive Director responded that currently there is no contract but will look into having one. Commissioner Yankowich asked if the top floor is insulated or if the building needs a new roof. The Executive Director replied that there is some insulation, but not as well as it should be. Concerning the roof, there are no problems at the moment.

Commissioner Curdumi stated that the financing offers for the Adams Garden Expansion were also discussed in the Finance Committee meeting. The First Bank of Greenwich has now submitted an improved proposal. He mentioned that the Executive Director has done a great job negotiating the proposals. A discussion followed regarding the proposal from the First Bank of Greenwich. Commissioner Curdumi motioned to accept the offer from the First Bank of Greenwich dated April 23, 2015 to finance the Adams Garden Expansion. Commissioner Yankowich seconded and all votes are in favor.

Development Committee

The Development Committee met on April 17, 2015. In attendance were Commissioner Romeo, Commissioner Yankowich, the Executive Director, the Director of Maintenance and the Planning and Development Manager.

The Executive Director reported that the CHFA application for the Armstrong Court rehab was submitted on Monday, April 20th.

The Executive Director stated that we received \$730,000 of the escrow funding for Greenwich Close. There is another \$700,000 that will be received in about a month after a few final items are corrected. The Executive Director informed the Board that the pocket park at Greenwich Close is almost complete and looks really nice. The Executive Director reported that the floors have been retiled in the laundry room of building ten and along the rear corridor. The Executive Director stated that the REAC inspection was performed today at Greenwich Close and might get a score of 90. REAC inspections were also conducted at Agnes Morley today as well. The Deputy Director informed the Board that Quarry Knoll I scored a 90 and Wilbur Peck Court scored 85 on their REAC inspections. He added that the REAC inspection for Quarry Knoll II will be performed in May. Commissioner Yankowich stated that he spoke to the Director of Maintenance regarding the inspections and learned that many sprinkler heads had paint on them and therefore lost points. Commissioner Yankowich believes the property manager has the ultimate responsibility of checking for anything that would reduce the REAC score. The Deputy Director replied that it's very costly to replace sprinkler heads and couldn't do so before the inspection. Commissioner Yankowich suggested including the requirement of covering sprinkler heads on the painting contract.

The Executive Director stated that he will be meeting with William Marr, Town Hall Building Official, and the electrical contractor regarding the kitchens at Adams Garden. The Chairman mentioned that HATG will get one permit per ten kitchens. The Executive Director stated that work will commence on May 4th. Commissioner Yankowich asked if parking issues are anticipated with this project. The Executive Director replied that there is enough open space in Adams Garden; parking spaces will not be utilized. The dumpsters will be placed in the open space and cabinets will be delivered as needed.

The Executive Director reported that the satellite playgrounds in Adams Garden are ready to be installed. Commissioner Yankowich asked if permits are required. The Executive Director replied that they are.

The Executive Director stated that we are waiting on the final permit for the Strickland Road cottage. Tony D'Andrea had to receive approval from Wetlands.

The Executive Director mentioned that Parsonage Cottage will install a new alarm system; the contract has been signed. He added that the dining room doors installation will start next week.

The Executive Director reported that there is a storage area being constructed at Greenwich Close. New lighting was installed. Commissioner Yankowich requested a format that shows the sources and uses of funds for projects. The Executive Director directed the Finance Director to put that into format.

The Executive Director stated that he is planning on new projects including installing a security camera system and fire alarm system at Town Hall Annex and a security camera system at Greenwich Close.

The Chairman requested that the Executive Director involve Commissioner Landy in the CDBG application process. The Executive Director informed the Board that HATG will apply for the fascia painting for McKinney Terrace I and II.

Commissioner Curdumi and the rest of the Board welcomed Laura Murphy back to HATG.

Administrative Committee

The Administrative Committee met on April 17, 2015. In attendance were Commissioner Pucci, Commissioner Boutelle, Commissioner Simms, the Executive Director and the Deputy Director.

Commissioner Pucci stated that the change to the personnel policy was discussed and he would like to discuss it during Executive Session.

Other Residences Committee

The Other Residences Committee did not meet this month.

Executive Director Report

No comments on the Executive Directors Report.

Staff Reports

The Deputy Director stated he will be sending out the smoke free housing letter to Greenwich Close at the end of the month. He has received one call inquiring about e-cigarettes. The Deputy Director called the Boston Housing Authority and learned that they did not include e-cigarettes on their policy. Commissioner Yankowich mentioned that the Los Angeles Housing Authority did include e-cigarettes to their policy.

The Deputy Director informed the Board that only 20 residents out of 150 are interested in the cycle painting program. The Deputy Director will send the letter to Quarry Knoll I residents as well.

Commissioner Landy is very pleased to see that the cleaning of the laundry rooms is being done.

The Chairman expressed a concern over HATG residents not having renters insurance. The Deputy Director stated that it will be mandatory for Greenwich Close residents to obtain renters insurance. The Chairman instructed the Deputy Director to send another letter to the residents regarding this matter. Commissioner Landy stated that there should be a checklist on the lease so HATG knows who has renters insurance. Commissioner Yankowich mentioned that the managers could also encourage tenants to purchase renters insurance during lease up or recertification.

Other/New Business

Commissioner Yankowich asked if the Deputy Director has started working on the scholarships with the Social Worker. The Deputy Director replied that they have not decided on a scholarship question for the current college students. The Greenwich Scholarship Association already knows

how many scholarship HATG will be giving out to the graduating high school seniors and they will be making the decision who is awarded the scholarships.

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

Motion to come out of Executive Session at 7:23 p.m.

A conflict of interest regarding a board member was discussed. It was decided that no conflict of interest existed due to the urgency of the situation, the cost is under \$5,000, our former webmaster was unresponsive, the minutes have to be posted to confirm to State law and to have to control of the HATG website.

There being no further business to come before the Board, upon a motion duly made and seconded, the meeting was adjourned at 7:25 p.m.

Respectfully submitted by,

Lisette E. Contreras