

HOUSING AUTHORITY OF THE TOWN OF GREENWICH
Regular Meeting of the Board of Commissioners
April 25, 2018
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 25, 2018 at the Wilbur Peck Court Community Room. The Chairman, Sam Romeo, called the meeting to order in public session at 5:38 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, Vincent De Fina and Robert Simms Jr.

Commissioners Absent: Cathy Landy and Angelo Pucci

Staff Present: Anthony Johnson, Terry Mardula, Derrick Bryant, Penny Lore, Lisette Contreras, John Yankowich, Ruth Young, Laura Murphy, Jackie Nieves and Winston Robinson

Legal: Louis Pittocco

Public: None

Due to the absence of a public audience, the Chairman asked for approval of the Minutes of the Regular Meeting of the Board on March 28, 2018. On a motion duly made and seconded, the minutes, were approved (Commissioner De Fina abstained due to absence).

Finance Committee:

The Finance Committee met on April 25, 2018. In attendance were Commissioner Curdumi, Commissioner Boutelle, the Executive Director, Deputy Director and Finance Director.

Commissioner Curdumi reported that there are no issues with the financial reports. He added that the properties which are operating at a deficit are due to utility expenses.

Development Committee:

The Development Committee met on April 20, 2018. In attendance were the Chairman, Commissioner Pucci, the Executive Director, Maintenance Director and Planning and Development Manager.

The Chairman reported that HATG is working on closing out the Adams Garden II project. HATG is in the process of getting a permit for the construction of a new laundry room for Adams Garden. There has to be approval from the Architectural Review Committee first.

The Chairman stated that there is \$270,000 in CDBG funds left over and asked if HATG had a project they would like to submit. The Executive Director replied that HATG will submit an application to repave the parking lot/driveway at McKinney Terrace.

The Chairman informed the Board that the contract for the installation of the fire alarm system at Armstrong Court has been signed. HATG is in the process of getting a permit. The Executive Director stated that the Fire Marshall is aware of the progress.

The Chairman stated that HATG is working on the application for Armstrong Court Phase 2 Rehab which is due April 27th. The Executive Director added that 100% completed drawings are done and he will be delivering them to CHFA next week.

The Chairman reported that HATG is preparing a bid for the repair work at McKinney Terrace I and II.

The Planning and Development Manager stated that cameras have been installed at McKinney Terrace II. He added that more cameras will be installed in different areas.

The Chairman informed the Board that the existing heating system at Town Hall Annex will be replaced with new Navien heating systems. He added the replacement of the main doors is in process.

The Chairman stressed that HATG has spent a lot of money in the last 2.5 years. The most recent big projects have been renovating the kitchens at Town Hall Annex and the bathrooms at Wilbur Peck Court. He added that the next investment project will be to renovate the kitchens at Wilbur Peck Court. In a couple of years renovations will be focused at Agnes Morley Heights.

The Chairman thanked HATG staff for all the hard work. The Executive Director thanked the Board for all their support.

Administrative Committee:

The Administrative Committee did not meet this month.

Other Residences Committee:

The Other Residences Committee did not meet this month.

The Chairman stated that the boiler equipment for Parsonage Cottage has been ordered.

Executive Directors Report:

Commissioner Boutelle was concerned of a conflict of interest that former commissioner George Yankowich was working as a consultant in the Armstrong Court Rehab project. The Executive Director explained that George Yankowich has been off the Board a sufficient time that he is able to contract with HATG. He added that Mr. Yankowich has been contracted by the architect as a consultant project manager, not by HATG. Commissioner Curdumi asked if HATG has a certain time that a former commissioner would have to wait in order to contract with him/her. The Executive Director replied that HATG does not have a time frame but the State does. However, Mr. Yankowich is not contracted with HATG; he's contracted with the Architect.

The Executive Director reported that he is working on closing the loan for Armstrong Court Phase I which should happen around July. He stated that once HATG receives funding, construction can begin. The Executive Director stated that the closing process is a challenge because there are many people involved; syndicators, attorneys, etc. The Executive Director explained that ownership of the building temporarily transfers from HATG to the new entity that has been formed and after 15 years, when the tax credit period expires, ownership transfers back to HATG. Commissioner De Fina inquired about the interest rate and the size of the mortgage. The Executive Director replied that it will be the State's interest rate. He added that CHFA doesn't let HATG get our own bonds because they want the business. The Executive Director stated that the mortgage will be \$7 million for Phase 1 and \$10 million for Phase 2.

The Executive Director informed the Board that the State has an initiative to end homelessness that they want HATG to join. He explained that currently, HATG doesn't have a preference for people that are homeless, domestic violence victims, etc. He stated that once this preference is added there is more opportunity to tamper with the waiting list, which is not ideal. Housing authority's that joined the State's initiative changed their ACOP's to allow these preferences. The process involves the housing authority to donate every 3rd or 5th unit to house a homeless family. HATG has not agreed to join this initiative. The Deputy Director added that this is also a contradiction that HUD wants working families to be housed. HUD allows housing authorities to skip over a lower income tenants to house a higher income tenant. The Executive Director stated that HATG already indirectly houses homeless families through Pathway's recipients that are on the waiting list.

Staff Reports:

The Chairman inquired about the parking policy. The Deputy Director replied that he is hoping that the Town will do what they promised by July 1st. He stated that he believes the Town will need assistance for the verification process explaining that because someone has a driver's license doesn't mean that they own a vehicle.

Commissioner Boutelle inquired about the REAC score for Quarry Knoll I. The Deputy Director explained that Quarry Knoll I had a great review this year. A property that usually receives great reviews, Agnes Morley Heights, received a low score this year, a 47. Agnes Morley Heights will be re-inspected within the next 60 days therefore maintenance personnel are busy working to remedy the citations. In the past, whenever there was a gap between the electrical outlet and the wall, we were told to install caulking. This year, every unit that the inspector entered that had caulking around the outlet received a citing. Now, this has to be removed. The Chairman clarified that this is due to a change in regulation without notification. The Executive Director added that the Inspection Group will be training HATG's maintenance personnel on the new REAC regulations.

Other/New Business:

The Executive Director explained that HATG will be replacing all the piping that runs parallel to the ground at Armstrong Court. This is the 2nd phase of the boiler replacement project. Progas was the lowest bidder and the Executive Director is asking for the bid to be approved by the Board. The Planning and Development Manager explained that Progas was the contractor that installed the boiler and HATG has been in business with them for several years. Commissioner Boutelle inquired about the CDBG funds used for this project. The Executive Director replied that CDBG funds were used for the 1st phase and CDBG funds will also be used for the 2nd phase. Commissioner Curdumi motioned to approve

the bid from Progas for the boiler replacement project phase 2 at Armstrong Court. Commissioner De Fina seconded and all votes were in favor.

Motion to go into Executive Session at 6:20 p.m.

Motion to come out of Executive Session at 7:00 p.m.

There being no further business to come before the Board, upon a motion duly made and seconded, the meeting was adjourned at 7:02 p.m.

Respectfully submitted by,

Lisette E. Contreras