

**HOUSING AUTHORITY OF THE TOWN OF GREENWICH**  
**Regular Meeting of the Board of Commissioners**  
**May 23, 2012**  
*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, May 23, 2012, in the community room at Quarry Knoll I. The Chairman, George Yankowich, called the meeting to order in public session at 5:36 p.m.

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

Commissioners Present: George Yankowich, Abelardo Curdumi, Laura Murphy and Sam Romeo

Commissioner Absent: Bernadette Settelmeyer

Staff Present: Anthony Johnson, Terry Mardula, Bruno Lalaria, Lisette Contreras, Ruth Young, John Yankowich

Public: Fred Clark, Barbara Brink, Joan Yankowski, Gay Merritt, Jean Numme, Dan Fiore, Mary Szatkowski, Soledad Magtibay, Euphemia Whyly, Darlene Miles, Elizabeth Jackman, Joan Marzullo, Lolita Decinal, Margaret Sandor

The Chairman addressed the public and asked if there were any comments or concerns. Mr. Dan Fiore has been a resident of Quarry Knoll for eight years and has always been very active when it comes to recycling. Mr. Fiore had an extensive discussion on recycling. The Chairman instructed the Deputy Director to have someone in charge to teach the maintenance how to recycle properly. The Deputy Director stated that he spoke to the maintenance about it and recently educated them on proper recycling. The Deputy Director doesn't want any tenants going through the garbage bins because it is a liability issue. City Carting picks up the garbage from the properties and they sort it because they have their own transfer station. City Carting has not complained about the garbage and have not charged HATG more than the amount in the contract. The Deputy Director informed that HATG constantly reminds tenants to recycle properly in the newsletter. The Executive Director stated that when he goes around the properties he notices that most tenants do recycle properly. Mr. Fiore insisted that there are many recyclables that are being thrown in the garbage. Ms. Ruth Young stated that the problem with a tenant sorting the mail is that other tenants do not want their mail being read, which is a federal offense. The Chairman responded that once mail is in the garbage is not a federal offense if someone reads it. After a lengthy discussion Ms. Joan Yankowski asked if someone can go to the resident council meeting to speak about proper recycling. The Deputy Director will set up something with the recycling department to educate tenants.

The Chairman read a letter by Ms. Margaret Sandor thanking HATG for the new flag that is on display in the community room.

Mr. Fiore stated that there was once an awning on the patio of the community room. He stated that maintenance would take it down and put it back up every year. Three years ago, the awning was

destroyed in a snowstorm and was never replaced. When the Resident Council asked for another awning, HATG responded that at the time it was too expensive to replace. The Deputy Director does not recall any requests for the replacement of the awning. The Deputy Director will take your comment as a request and look into the cost of installing an awning for the residents' enjoyment.

Ms. Darlene Miles asked if tenants that pay their rent are allowed to vote for the Resident Council. The Deputy Director addressed her question by stating that he answered her question in a letter mailed to her before the meeting. Ms. Miles inquired about tenants that are not able to make it to the meeting because of their inability to walk, shouldn't they still be able to vote as well. The Chairman responded that the Council's By-Laws are not written by HATG. The Council writes their own by-laws with the help of a third party organization. Ms. Miles stated that the tenants should have been told before the Council meeting about the vote and the process of voting. The Chairman informed that HATG has nothing to do with the Resident Councils voting rules and does not intervene in their elections. A request can be made to change the by-laws at your council meetings and will subject to that process. Ms. Yankowski stated that she is concerned about allowing absentee ballots because no one would attend the meetings and controlling the process may/will be too difficult to ensure a fair election.

The Chairman asked for approval of the Minutes of the Regular Meeting of the Board on April 25, 2012. On a motion duly made and seconded, the Minutes were approved. (Commissioner Murphy abstained due to her absence.)

Review of the Task List

1. PC Tax Credit—This transaction should be done by the end of June. The Executive Director suggests the buyout gets purchased through the use of the Management Fee account instead of having Parsonage seek a bank loan.
2. THAC—HUD in Washington, D.C. approved the transfer of the HAP agreement from THALP to THAC. We now need the final signoff from HUD legal in Hartford.

**TASK LIST 5/23/2012**

<b>Date of Request</b>	<b>Request</b>	<b>Person Responsible</b>	<b>Anticipated Date</b>	<b>Comments</b>
6/24/09	PC Tax Credit	Tony Johnson, Bruno Lacaria	June 2012	Update Monthly
6/24/09	THAC	Bruno Lacaria	June 2012	Update Monthly

Finance Committee

Commissioner Curdumi reported that Quarry Knoll I and Greenwich Close deficits are shrinking as the year proceeds. He also reported that Parsonage Cottage is operating at a surplus of \$95,000 due to the early contribution from its Fundraising Board. The Chairman questioned how capital projects at Parsonage Cottage would be funded, for example the paving project, installing new wood floors. The Executive Director stated that these projects are covered financially; the paving by a CDBG grant and HATG the other project will be funded through the operating account of Parsonage. The Executive Director stated that the other capital items mentioned in the Parsonage Director's report has not been discussed with him and he has not received a request for funding or received a capital plan. The Executive Director stated that Parsonage Cottage does not have a capital budget prepared at this time. The Parsonage Director has been asked to prepare a capital budget. The Chairman requested that Ms. Lore be informed about sources and funding on Parsonage Cottage by the Finance Director.

Commissioner Curdumi informed that Greenwich Close refinanced with a 35 year FHA insured loan at 3.78%. The Chairman asked if the Greenwich Close balance sheet will be closed out at a loss or will it zero out. The Executive Director responded that it would be closed out at a negative equity.

#### Executive Director Report

The Executive Director stated that he has been speaking with the architect of design of the Adams Garden building. He reported that Johnson and Heller did the soils and ground analysis and the Executive Director will set up a conference call with them. The Chairman thought that the original report was misguided and suggested design alternatives expensive. The Chairman asked that the architect specify where soil bearing and sieve analysis tests be taken and layout given to D'Andrea Surveyors in order that the soils tests be done at the correct locations for the current building design. The Chairman also pointed out that we need to be identifying potential modular companies in order to get building loads for the architect. The Executive Director stated that he will have more information at the next development committee meeting.

The Executive Director spoke about the energy audit. There is money that can be recaptured on Wilbur Peck Court. The Chairman stated that he has not reviewed the energy audit in detail. He recommends incorporating state programs and the utility reimbursement. The Chairman would like to look at different options.

The Executive Director informed the Board that CHFA has asked for clarification on three things for the Quarry Knoll II improvements project. They want all bid bonds, performance bonds and payment bonds. He stated that he will call CHFA to figure out what they want. The Chairman inquired about the options. The Director of Planning and Development responded that the options are vinyl insulated siding or just regular siding. The Chairman asked if ridged insulation will be installed. The Executive Director answered that either ridged insulation or siding insulation.

The Chairman asked if the bathroom in Greenwich Close was complete. The Executive Director stated that it is almost complete. The sheetrock was being installed today. An automatic door will be installed. Commissioner Curdumi inquired about the open permits. The Executive Director informed that the permits were all closed and that Commissioner Romeo helped him achieve that. The Executive Director reported that HUD inspected the critical items at Greenwich Close today. Some residents might have to be placed in a hotel while the elevator work is completed. The Chairman recommends having New Country pay rent since they are now using the parcel again.

The Executive Director stated that the contract for the Wilbur Peck Court and Quarry Knoll emergency generator project was already signed and the bid bonds were received.

#### Staff Reports

The Deputy Director reported that there were two vacancies in Quarry Knoll I. One unit is already rented for June 1<sup>st</sup>. A unit in Agnes Morley Heights is rented for June 1<sup>st</sup>; this unit will have a zero turnaround time. There will be a vacancy coming up on June 1<sup>st</sup> in Agnes Morley Heights.

The Deputy Director thanked Commissioner Romeo for helping him with a tenant's parking situation. The tenants are very happy with the parking sticker policy and have been very cooperative. The Chairman stated that the tenants feel more confident that there aren't any strangers in the parking area. The Deputy Director informed that two cars were towed using Riverside Towing. Towing a car is a last

resort because people usually act when they see the violation sticker. Mr. Fiore stated that the parking sticker is a very good idea; tenants feel that HATG works with them.

Mr. Fiore expressed concern with non-residents using the laundry facility for their own personal use. Ms. Young inquired about the side door not locking. The Deputy Director stated that it should be locked because it would keep non-residents out. He will look into keeping that door locked.

The Executive Director informed that HATG was a high performer again. The Deputy Director specified that all the properties scored in the mid 90's except for Greenwich Close; it scored in the 50's. HUD will not inspect Wilbur Peck Court, Agnes Morley Heights and Quarry Knoll I until 2014 due to the outstanding scoring. Maintenance men and Ms. Jackie Nieves did a good job prepping for the inspections and working with the HUD inspector.

Commissioner Romeo stated that Ms. Natalie Queen from Adams Garden still has a tree hanging low near her house that was caused by a recent storm and that it should be removed. The Deputy Director stated that he would check it and make sure that it is done.

The Deputy Director reported that he and the Executive Director met with Mr. Allan Corry on the question of ownership of the roads and our planned parking policy implementation at Wilbur Peck, Armstrong Court and Adam Garden and Quarry Knoll. He is very supportive. Commissioner Romeo stated that Mr. Corry could also make signs for HATG when needed to designate parking areas.

The Chairman inquired about centralizing the dumpsters at Armstrong Court. The Deputy Director responded that it has not been complete yet, but will soon.

Commissioner Romeo inquired about the dog walking issue. The Deputy Director stated that HATG can't tell people walking through McKinney Terrace that they are not allowed to walk their dog but can tell them to pick up after them. The Deputy Director will post signs warning against dog walking on our property.

#### Other/New Business

The Chairman informed the Board that the Selectmen have not given him an update on the selection of the tenant commissioner positions. Commissioner Curdumi's term will be expiring this year and he has notified the Selectmen's office of his interest to be reappointed for another term.

Ms. Young mentioned that she never reads about housing tenants that do positive things in the community. She only reads about housing tenants that come up on the police blotter. The Chairman added that he would like to identify people that used to live in housing that have been successful but it is hard to identify them. The Executive Director instructed the Executive Assistant to feature tenants that receive college scholarships from the Housing Authority on the website.

There being no further business to come before the Board, upon a motion duly made and seconded, the meeting was adjourned at 7:07 p.m.

Respectfully submitted by,

Lisette E. Contreras