

HOUSING AUTHORITY OF THE TOWN OF GREENWICH

Regular Meeting of the Board of Commissioners

May 23, 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, May 23, 2018 at the Quarry Knoll I Community Room. The Chairman, Sam Romeo, called the meeting to order in public session at 5:33 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, Cathy Landy, Angelo Pucci and Robert Simms Jr.

Commissioners Absent: Abelardo Curdumi, James Boutelle and Vincent De Fina

Staff Present: Anthony Johnson, Terry Mardula, Penny Lore, Lisette Contreras, Ruth Young, Laura Murphy, Sardis Solano and Winston Robinson

Public: Joan Yankowski, Jessica Nielsen, Stephen Ramkisson, Wayne Devers, Soledad Magtibay and Jason Mohatt

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 reserves the right whether or not to recognize speakers who are not residents of the Greenwich Housing Authority.

A resident of Quarry Knoll I complained that there are only 2 washing machines in the laundry room and every time she tries to do her laundry, both machines are in use by the same person. Commissioner Simms stated that there is a sign notifying residents that they are only to use one machine at a time. The Executive Director replied that he will have the Senior Asset Manager include it in her newsletters. Commissioner Simms suggested the resident call HATG office to request a key for the community room at Quarry Knoll II so she can have access to the laundry room there as well.

The Quarry Knoll Resident Council President informed the Board that there are several trees that are leaning over and should be pruned. The Executive Director replied that HATG spent \$15,000 cutting trees in Quarry Knoll and he will have to speak with the Maintenance Director about that. He also suggested pointing the trees out to the maintenance personnel. The Quarry Knoll Resident Council President is concerned of the trees falling over. The Deputy Director replied that healthy trees fall over all the time and cannot cut down all trees. The Quarry Knoll Resident Council President added that there are always nonresidents dumping garbage in the property dumpsters. The Executive Director requested that she take a picture when she witnesses this. She also mentioned that there have been a number of SUVs parked at night on the property. The Deputy Director inquired if the vehicles have parking permits. The Quarry Knoll Resident Council President replied that she cannot see because she only sees them at night.

The McKinney Terrace Resident Council President inquired about the procedure for when maintenance enter a unit. The Executive Director replied that they are supposed to leave a note or a copy of the work order. If this is not being done, he will have the Maintenance Director remind them of it. The McKinney Terrace Resident Council President suggested adding in the newsletter a reminder for residents not to smoke close to the buildings because several residents have complained of smoke entering their windows. The Chairman stated that he would like to know which residents are smoking near the buildings. The McKinney Terrace Resident Council President responded that he will call the Asset Manager with that information. The McKinney Terrace Resident Council President mentioned that there was a party over the weekend in one of the family units and there was a lot of noise and kids running all over the property. Another resident ended up calling the police from the noise disturbance. The executive Director stated that he will put out a notice of when house parties should finish, which should be around 10pm in order to be respectful of the entire community. The McKinney Terrace Resident Council President inquired if the buildings can be power washed before the painting work starts because there are many parts of the building that have green stains. The Executive Director replied that he will look into that because a lot of the molding that is rotting out will be replaced as part of the job; it's not just painting that will be done. The McKinney Terrace Resident Council President inquired about the cameras in the senior building and if the installation is complete. The Executive Director responded that most of the cameras are working, however there are a few that still need wiring completed. The McKinney Terrace Resident Council President asked if the driveway at McKinney Terrace will be repaved. The Executive Director explained that there are extra CDBG funds that HATG will be submitting an application for the pavement of the driveway, however, these funds are not yet secured since HATG will be competing against other projects for them. The McKinney Terrace Resident Council President mentioned that the visitor spaces are unequal. The Chairman asked if the back sidewalk has been addressed. The Executive Director replied that it has not because there are no funds in the reserves. He added that he will have the Maintenance Director look into maybe repairing the sidewalk in house. The McKinney Terrace Resident Council President inquired about the policy when throwing out furniture. The Executive Director responded that the residents are supposed to take any unwanted furniture to the dump, not thrown out in the dumpster area on the property. The Deputy Director added that HATG spends a lot of money taking unwanted furniture to the dump and it's done as a courtesy because there is no way of finding out who leaves it by the dumpster.

The Chairman commented that the Quarry Knoll property looks really good and is impressed. He thanked staff for all their efforts.

The Chairman asked for approval of the Minutes of the Regular Meeting of the Board on April 25, 2018. On a motion duly made and seconded, the minutes, with corrections, were approved (Commissioners Landy and Pucci abstained due to absence).

Finance Committee:

The Finance Committee did not meet due to the absence of Commissioners Curdumi and Boutelle and the Finance Director.

The Executive Director stated that most properties are making profits except for Quarry Knoll and Agnes Morley Heights which are due to the high electrical costs. He added he is still working on a solution to lower these costs.

Commissioner Simms asked if lower HUD funding has affected HATG. The Executive Director responded that HATG has actually received more funding, not less.

Development Committee:

The Development Committee did not meet this month.

The Executive Director stated that he has been working on big developments which will be discussed during Executive Session.

The Executive Director informed the Board that the bid for the repair work and painting at McKinney Terrace I and II is out.

The Executive Director reported that HATG submitted an application for the left over CDBG funds to repave the parking lot/driveway at McKinney Terrace. He added that Parsonage Cottage submitted an application as well.

The Executive Director stated that the new doors at Town Hall Annex have been installed. He added that they look the same as the old doors, just new.

Administrative Committee:

The Administrative Committee did not meet this month.

Other Residences Committee:

The Other Residences Committee did not meet this month.

The Executive Director reported that the elevator in building 20 of Greenwich Close is experiencing mechanical issues. Commissioner Landy asked if those elevators were just replaced. The Executive Director replied that when they were redone, the brain of the elevator was having issues not the mechanical pieces. Now it's the mechanical pieces only for building 20. He stated that there are reserves that HUD holds for this purpose. He added that there is 1 vacancy at Greenwich Close.

The Parsonage Cottage Administrator announced that the annual lobster bake is on June 6th.

Executive Directors Report:

The Executive Director reported that he is working on closing the loan for Armstrong Court Phase I which should happen around September. 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 project will go to the CHFA Bond Commission in July. The Chairman stated that he was hoping to break ground before September and asked if it was possible to still break ground before closing is finalized. The Executive Director doesn't think that it's possible to break ground before closing because it is a partnership, not just HATG funds that are invested.

The Chairman stated that the plan for the new laundry room at Adams Garden was approved. He mentioned that the Planning and Development Manager has to get in contact with the architect to clear up some question he has.

Staff Reports:

The Deputy Director informed the Board that he and the Executive Director met with Ben Branyan, interim Parking Director, and found out that Captain Mark Koderick will not be coming back as Parking Director. Mr. Branyan likes that HATG did the verification process of residents in 2011 and would like for that to continue. He will identify parking zones and bring the policy to the Board of Selectman. Going forward, Mr. Branyan will take care of better enforcement. He likes HATG's parking policy and does not believe it needs to be changed. The Deputy Director stated that enforcement might not start on July 1st, but he hoped that it will soon after that. The Deputy Director will send out a notice informing all residents of the changes.

Commissioner Simms inquired on the 2 block parties. The Deputy Director replied that there are only 2. Wilbur Peck Court will coincide with father's day weekend and Armstrong Court will be the weekend after that. The Chairman stated that he would like to have a block party at Adams Garden especially since there are new residents there that might like to participate in the function.

Commissioner Simms commented that the new website for Greenwich Close looks really nice.

Other/New Business:

Motion to go into Executive Session at 6:08 p.m.

Motion to come out of Executive Session at 6:35 p.m.

There being no further business to come before the Board, upon a motion duly made and seconded, the meeting was adjourned at 6:37 p.m.

Respectfully submitted by,

Lisette E. Contreras