

HOUSING AUTHORITY OF THE TOWN OF GREENWICH
Regular Meeting of the Board of Commissioners
June 22, 2016
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, June 22, 2016 at the McKinney Terrace Community Room. The Chairman, Sam Romeo, 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, Meaghan Maloney, to act as secretary for the meeting.

Commissioners Present: Sam Romeo, Abelardo Curdumi, George Yankowich, Angelo Pucci, Robert Simms Jr., and Cathy Landy

Commissioners Absent: James Boutelle

Staff Present: Anthony Johnson, Terry Mardula, Derrick Bryant, Meaghan Maloney, Ruth Young, Teryl Elliott, George Schiavello, John Yankowich, Laura Murphy, Sardis Solano and Winston Robinson

Legal: Lou Pittocco

Public: Joan Yankowski, Jeanell Smith, Jennifer Chambell, Wayne Devers, Linda Koschitz, Jacklin Ross, Julia Clarke, Cindy Gordon, Luis Aurora, Cindy Ferenz, Stephen Ramkisson, P. Gotch, A. Maya, M. Yankowski, Sherry Kriegal, Kathy Paisano, Nancy Lefflbine, Kim Mclachlan, Carmen Sandarciero, Irene Simonetti, Mary Bryant, Maureen Hopper, Azrielle Steele, Qunxiao Li, Elma Hamlet, Marylea Pichisaco, Tasha Fitts

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.

Residents from McKinney Terrace expressed concerns regarding the Fire Safety Bill. A resident stated that the Fire Marshall came and was well received, but tenants still have reservations about what to do in an emergency situation. She explained that it is difficult because most residents are elderly and disabled. She stated the Fire Marshall instructed residents to leave the building if the alarm goes off and if you can't get out of the building go to the window. As she agrees that is good advice, she expressed it is still hard to get out especially with the windows being difficult to open. The Chairman asked what the Fire Marshalls recommendation about getting out of the building. She replied The Fire Marshalls' recommendation was to take the nearest exit out of the building.

Mr. Steve Ramkisson questioned the ownership of the roads and whether the Town or HATG is responsible. The Chairman asked the Executive Director to clarify who owns the roads. The Executive director stated that the Town has partial ownership, but they haven't done any work on the roads for Housing. The Executive Director asked if Mr. Ramkisson was referring to parking issues. Mr. Ramkisson replied yes, parking is a major issue. He explained during softball season, outsiders park in the lots although they aren't supposed to. He also stated that residents' aides take up a lot of spaces which leaves residents with nowhere to park. The Executive Director responded that visitor parking signs are posted throughout the property. A resident exclaimed that the signs are not visible. The Executive Director replied that the signs can be moved and we can get additional signage that is more visible. He also stated that residents must speak to their aides about parking in the designated visitor spaces. Another resident had a complaint about cars with handicapped stickers taking up regular parking spaces and expressed that they need to park in their assigned spots. The Executive Director responded that the Resident Council would have to put out a notice to residents in regards to the handicapped spaces. The Deputy Director stated that the issue isn't that there's not enough handicapped spaces, the problem is they aren't being utilized correctly and there should not be a shortage of spaces. Mr. Ramkisson asked if it was possible to add speed bumps to control the speeding through out the property. The Executive Director responded that would not be possible because the town would not allow it and it also poses a Fire issue with the Fire Trucks needing passage in an emergency situation. Mr. Ramkisson questioned what other alternatives there are to control the speeding issue. The Executive Director responded that residents will need to identify the violators and report to management or call the police and have them monitor. Resident, Linda Koschitz explained she called dispatch one afternoon to report about speeding but by the time they showed up they violator was gone. The Chairman asked if residents could clarify who the offenders are. Mr. Ramkisson stated that speeders include but are not limited to the garbage trucks, UPS and Fed Ex. The Chairmain expressed there isn't much we can do regarding this issue unless we are notified and insisted the police should be notified as well. The Deputy Director stated that HATG will address this issue with their contractors to try and help resolve the issue. Commissioner Curdumi added that residents need to get the truck numbers so they can be reported. A resident suggested having the speed limit posted. The Chairman replied that because it's a town road HATG is not allowed to post speed limit signage. Ms. Koschitz responded that it is not in fact a town road, it is a private road and she has obtained a list of all private roads in town. Commissioner Yankowich responded that the first few feet of the road is public, then it becomes private. The Chairman added that even if the speed limit were to be posted it wouldn't be enforced because it is a private road. Mr. Ramkisson asked about why cars are stickered. The Chairman replied cars are issued stickers if they are parked in the lot without a permit. Ms. Koschitz stated that people who park in the lot with out permits always have excuses. The Executive Director responded that tenants are issued parking permits and cars without proper tags get stickered. He stated that signs will be posted that the lot is for Resident Parking Only. He continued that the lot cannot be patrolled 24/7 and stated that HATG only owns a portion of the road through a lease from the town. The Deputy Director added that the problem with enforcing some of these issues is because the property is leased the police are not responsible for patrolling the grounds.

Mr. Ramkisson also expressed concerns with visitors walking their dogs on the property and not picking up after them. He stated new signs were suppose to be posted, but have not been. The

Executive Director replied that dog signs could be posted. The Deputy Director explained this is difficult to patrol because there is no leash law in town. Although HATG has a clause in our leases in regards to pet ownership, there isn't much that can be done for visitors passing by. The Chairman further explained that town law states if your animal is under verbal control there is no violation present. The Chairman and the Deputy Director agreed that HATG will post additional signage about picking up after pets, but it is ultimately the responsibility of the owner. Mr. Ramkisson questioned what to do if residents see these violations occur. The Executive Director replied that it will need to be reported to the police. He further stated that it is an open space that is attractive to outside people and unfortunately they are utilizing the space improperly. Residents stated that most outsiders come from the neighboring complexes. The Executive Director said that we can send a letter to their management to try and remedy the problem.

Mr. Ramkisson brought up another issue with heating during the winter. He stated that a lot of air comes through the windows and asked if it would be possible to have the windows sealed during the winter months. The Executive Director responded that all the windows have been replaced except for some on the backside. In addition, they have all been tested with the thermo-gun to ensure no outside air gets in. Commissioner Yankowich suggested during the winter months if residents think a draft is coming in to call maintenance and they will come check for leaks with the thermo-gun and fix any seals if necessary. He further explained that there should be no leaks as the windows are all new. He continued that sometimes with convection cooling it may feel as if there is a draft on a really cold day. He stated this can be caused by cold air outside mixing with the heat inside. He recommends if this happens to close the curtain and that will alleviate the cold air getting into the apartment. Mr. Ramkisson questioned why HATG installed these kinds of windows, especially when residents have trouble opening them. The Chairman explained that McKinney Terrace is a historical building and they had not say as to which kind of windows they can install, it was a requirement.

Mr. Ramkisson brought up an issue with the boilers at McKinney Terrace I. He stated issues persist during the heating season and suggested a more conformed system it would work a lot better. He further explained because they usually operate only one at a time it causes for many heating issues during the winter. The Executive Director replied that they will be replaced over time. The Deputy Director added that most have been replaced. While Mr. Ramkisson agreed, he expressed that the new one is leaking. The Executive Director responded that any leaks must be reported. Mr. Ramkisson replied that it was reported. The Executive Director replied that he would be available after the meeting if someone wanted to show him the problems. The Executive Director also said they are actively trying to find ways to improve the system. They have spent thousands insulating the entire building as well as working with the state to provide state heating programs. A resident complained that the use of electric heaters doesn't work and the apartments are still cold. The Executive Director replied that because it's an historical building, when the state funded the redevelopment of this project they went with the cheapest way.

Mr. Ramkisson addressed the board in regards to the smoking policy, and residents still smoking in the buildings and not obeying the 25ft rule. He expressed that a marker is needed outside to distinguish where smokers are allowed. A resident added that people see the benches right outside the doors and assume they can smoke there. The Executive Director asked the Deputy

Director how many complaints he has received for smoking violations. The Deputy Director responded that he had not received any calls or complaints in regards to smoking. The Senior Asset Manager, Teryl Elliot stated she has received 2 complaints but one was anonymous. The Executive Director asked if she was able to identify the offender. Ms. Elliot replied yes and it was reported to the residents social worker. Mr. Ramkission suggested if there were designated areas outside for smokers it may help with the issue. The Chairman expressed that if residents are smoking in their apartments, it needs to be reported to management and the appropriate course of action can be taken. The Executive Director added that it must be reported and the person who is violating the smoking policy must be identified in order to resolve this issue.

Mr. Ramkission lastly brought up that Hector is a great worker but he can't do all the work in the building himself. The Executive Director replied that Hector can call his supervisors and request help if he deems necessary.

A resident complained about the garbage being left in the trash chute over the weekends which causes foul odors, bugs and rodents. The Executive Director explained we will look into the issue. Another complaint was brought to the board about the laundry machines. Residents stated that they are in need of more machines and better ventilation in the laundry room. The Executive Director replied that the company we lease the machines from comes up with an analysis that determines the need for machines at each property. He stated that he will check with the company to look into this request.

Margaret Yankowski, explained that her statement was lost in the mail and if there was any way to receive all 12 statements at once. The Deputy Director responded that this would not be possible because rent can change on the program. He expressed that one may get a letter if not paid by the 15th, but if the mailing was delayed residents would not be penalized. The Executive Director added that we are looking into new banking with possibilities of online banking.

Finally, Ms. Joan Yankowski thanked the board for taking care of the tree that was a cause for concern at Quarry Knoll.

The Chairman asked for approval of the Minutes of the Regular Meeting of the Board on May 25, 2016. On a motion duly made and seconded, the minutes, with revisions were approved.

Finance Committee:

The Finance Committee met on June 22, 2016. In attendance were Commissioner Curdumi, Commissioner Simms, The Finance Director, The Deputy Director and the Executive Director.

Commissioner Curdumi reported the finances are in order with the exception of circumstances due to timing. He explained the Adams Garden loan is complete and stated that the financing of Armstrong Court is still pending.

Commissioner Yankowich asked if Parsoange has been set up yet. Commissioner Curdumi replied that the documents have been signed. The Executive Director stated that a credit will be received to reduce payments, not a rebate. Commissioner Yankowich stated that it should be almost nothing for the rest of the year. The Executive Director reported that we are not paying

the state pilot and the town hasn't requested it. The Chairman asked about sending the bill to Parsonage Cottage. The Executive Director responded that we will send the bill once the Finance Director has put it together. Commissioner Curdmui stated that the \$50,000 reserve is set up at Webster Bank. The Chairman reported that he has spoken to the Finance Director and everything is coming along. The Finance Director stated that he has received the documents and need to review, but by next meeting it will be set up. Commissioner Yankowich posed a question to Commissioner Curdumi about the bid for the ramp at Parsonage. Commissioner Yankowich states that half the funds have been blocked and asked where the rest of the money will come from. Commissioner Yankowich also stated that he wasn't sure of the budget because the town has run up the cost.

Development Committee/ Executive Directors Report:
The Development Committee did not meet this month.

The Executive Director informed the Board that the Elevators at McKinney Terrace are up and running.

The Executive Director reported that Planning and Zoning needs to be finalized. He explained they have been trying to postpone until July 19th due to other issues. He stated that we shouldn't have to wait and need to get this resolved as soon as possible. The Chairman added that the clock has run out on them. He reported there are no further issues to discuss. He stated they have the landscaping plan, contamination has been addressed and the Fuss and O'Neal report proved that and expressed we need to move forward. Commissioner Yankowich asked if the housing plan has been received. The Executive Director responded yes and he gave her a tax credit plan that outlines the rent structure. The Chairman added that it has nothing to do with planning and zoning.

The Executive Director updated the board that we received a second draw for deposits to start construction but is waiting for final drawing from Westchester Module to begin. The Planning and Development Director stated that we should have by it by this week. The Executive Director reported a kickoff meeting was held with John Yankowich and the contractor for the Wilbur Peck bathroom project. He reported that the project will begin starting with 30 units being tested for lead and asbestos. After that a schedule will be put in place to start the project.

The Planning and Development Director reported Armstrong Court has to be re-bid according to CHFA. He stated that it is required that the 18 units will have to be re-bid but they have a lot of interest which will make for good competition. Commissioner Yankowich asked if the bid has been put out yet. The Planning and Development Director responded, no. Commissioner Yankowich suggested listing the supervisor on the project in the contract, which will be a key element down the line as to who is responsible if not satisfied.

Administrative Committee:
The Administrative Committee did not meet this month.

Other Residence Committee:
The Other Residence Committee did not meet this month.

Commissioner Yankowich stated he has spoken to Penny Lore about trying to resolve the issue with renting the 2 bedroom at Parsonage Cottage. He stated that the slop room could be utilized to covert the room. Commissioner Yankowich asked the Planning and Development Director to take measurements so a layout could be done to see if the conversion is possible.

Commissioner Curdumi asked if the Health Center is operational. The Executive Director replied that a soft opening was held and the clinic is operational, although not fully functioning. They have an outreach manager, a receptionist and have secured a dentist. They are still awaiting a physician. The Executive Director stated he will keep the board updated on the Grand Opening.

Staff Reports:

The Deputy Director informed the Board that they have gone through 4,800 Section 8 housing applications and have completed the drawings. 250 applications have been drawn and we have enough to start briefing. He stated that Laura Murphy would give out the date when ready, sometime next month. The Executive Director added that HUD is giving an additional \$45,000 based on our high performance standards.

Other/New Business:

Motion to go into Executive Session at 7:30pm

Motion to come out of Executive Session at 7:45pm

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

Respectfully submitted by,

Meaghan Maloney