

**HOUSING AUTHORITY OF THE TOWN OF GREENWICH**

**Regular Meeting of the Board of Commissioners**

**June 27, 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, June 27, 2018 at the McKinney Terrace II Community Room. The Chairman, Sam Romeo, called the meeting to order in public session at 5:32 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, Angelo Pucci and Robert Simms Jr.

Commissioners Absent: Cathy Landy and Vincent De Fina

Staff Present: Anthony Johnson, Derrick Bryant, Penny Lore, Lisette Contreras, John Yankowich, Ruth Young, Teryl Reynolds, Sardis Solano and Winston Robinson

Public: Joan Yankowski, Stephen Ramkisson, Wayne Devers, Kathy Paesano, Jacklin Ross, Patty Crowle, Margaret Yankowski, Jeanell Smith, Denise Murphy, Pat Gotch, Nick Mecca, Pernell Williamson, Sherry Krieger, Mary White, Sheila Fagan, Cynthia Ferenz, Elam Hamlet

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.

The McKinney Terrace Resident Council President thanked HATG for clarifying the work order procedure and dog issue. The McKinney Terrace Resident Council President inquired about the installation of the cameras. The Executive Director responded that there is one more camera that still needs to be installed. He added that the cameras were focused in the parking lot and the community room. The McKinney Terrace Resident Council President inquired about the trees hanging over building 73. The Planning and Development Manager replied that Woodland Tree looked at the trees today and will be submitting a proposal soon. The McKinney Terrace Resident Council President asked for an update on the painting/repair work scheduled. The Planning and Development Manager replied that the bid opening was rescheduled to last Friday. He is in the process of reviewing the bid and preparing a contract. Commissioner Boutelle asked if these contracts will need board approval. The Executive Director responded that they do not because they are under \$100,000 worth of work. The McKinney Terrace Resident Council President mentioned if the buildings will be power washed before the painting work begins. The Executive Director replied that the contractors will clean any areas as needed, it will not necessarily be power washing. The McKinney Terrace Resident Council President asked if HATG decided whether the McKinney Terrace driveway will be repaved or if Parsonage Cottage will be repaved. The Executive Director replied that an application for the pavement of the driveway was

submitted to CDBG and we have to wait for their decision. He added that Parsonage Cottage did not submit an application for driveway pavement. The Executive Director explained that HATG submitted several applications for the reprogrammed CDBG funds, including replacement of the roof for McKinney Terrace II. CDBG will ask us to prioritize the projects and we will state that the driveway has priority. The Planning and Development Manager stated that CDBG will also take into consideration the fact that HATG has submitted several unsuccessful applications for the pavement of the driveway in the past. The McKinney Terrace Resident Council President asked if they can have a block party this year, he has chosen the date of August 25th. The Chairman responded that they can and that HATG will incur all costs. The Chairman asked if the back sidewalk has been addressed. The Executive Director replied that the Maintenance Director looked at it. He will ask him to look into it again.

The Quarry Knoll Resident Council President stated that one of the new chairs in the community room is slashed and was wondering if cameras can be installed to know who commits any type of vandalism. The Planning and Development Manager replied that there are simple solutions that can be implemented and he will look into it.

A tenant from McKinney Terrace I stated that the stairs that lead to the post road are broken and they need railings. The Chairman responded that those stairs belong to the Town and directed the Planning and Development Manager to contact the Town in regards to that.

A tenant from McKinney Terrace II complained that the smell of the water is horrendous. The Chairman directed the Planning and Development Manager to contact Aquarion in regards to the water. He added that it may be possible that there is a broken pipe somewhere. The tenant stated that the laundry room water smells like that as well. Another tenant mentioned that there are brown particles in the water. The Chairman asked how long has this been going on. The tenant mentioned that she has lived at McKinney Terrace II for six years and it has always been an issue.

A tenant from McKinney Terrace II reported that the back door facing the field had rust on it and it was painted over instead of being removed. She is concerned that someone can injure themselves with the door. The Executive Director will mention it to the Maintenance Director.

A tenant from McKinney Terrace II stated that parking is a problem. Some tenants curse at other tenants thinking that they have assigned parking spaces. The Executive Director replied that the tenant that was cursing at other tenants was identified and a letter was sent prohibiting the action to continue. The tenant agreed to refrain from using that language with residents. He added that he doesn't mind when tenants take care of the property where they live and try to protect it. Another tenant said that he knows about three tenants that try to intimidate others. The Executive Director asked him to contact HATG with the residents' names. Another tenant replied that even though they want to protect the property, other tenants shouldn't be threatened. A tenant added that there are residents that own several vehicles that are not reported to HATG and are always parked in visitor spaces. The Executive Director informed the residents that HATG is working with the Town Administrator on the parking policy. It will be enforced once it is in place. The policy will be on the agenda for the Board of Selectmen's next meeting. A tenant from McKinney Terrace I stated that if tenants report any parking problem to the McKinney Terrace Resident Council President, he will address the problem nicely with the owner of the vehicle that is not properly parked. The Executive Director added that McKinney Terrace has an active association with an

active president, which is unlike many of the HATG properties. HATG can enforce some policies, but we're not the police.

A tenant from McKinney Terrace II asked if tenants can still receive paint and if she can hire the maintenance personnel or someone else to paint for her. The Executive Director responded that HATG does give out paint to tenants; you have to request it from your housing manager. He explained that tenants can hire someone to paint for them; however we do not encourage tenants to hire HATG maintenance personnel for personal work.

A tenant from McKinney Terrace II inquired if more machines can be installed in the laundry room because there are only three and most of the time they do not work. The Executive Director agreed to look into it but explained that the utilization of the laundry machines is tracked and it has not shown the need for more machines. The tenant asked how often the machines are replaced. The Executive Director stated that they are replaced every 7 years when HATG signs a new contract. He added that they were replaced about 2 years ago. A machine will also be replaced in the case that it cannot be repaired. A tenant complained about the odd numbered price of the machines. It currently costs \$1.59 for a load and she would like for it to be an even number, such as \$1.60. Another tenant asked of maintenance is supposed to call the company when a machine is in need of repair or if it's the tenants' responsibility. The Executive Director stated that tenants can call the office but it is better when tenants call the company directly because each machine has a tracking number and the tenants would be better able to tell the company which machine is in need of repair.

A tenant of McKinney Terrace II stated that the ceiling area above the tiles is damp by the front sliding doors. The Executive Director will have the Maintenance Director look into it.

Another tenant inquired about the direct deposit system for paying the rent. The Finance Director replied that at the moment tenants can pay directly from their online banking system by adding the three sets of codes that are printed on the rent statement in the memo field of the e-check. He added that the next phase of the rent payment system will be to add a link to the HATG website where tenants can pay their rent. The Finance Director stated that he estimates to have this process complete by October 2018. He said that at the moment checks are going to a lock box in Hartford.

A tenant of McKinney Terrace II asked if the fob system for entering the building can be a biometric system instead. The Executive Director replied that the system is not set up for that.

The Chairman asked for approval of the Minutes of the Regular Meeting of the Board on May 23, 2018. On a motion duly made and seconded, the minutes, with corrections, were approved (Commissioners Curdumi and Boutelle abstained due to absence).

#### Finance Committee:

The Finance Committee met on June 27, 2018. In attendance were Commissioner Curdumi, Commissioner Boutelle, the Executive Director and Finance Director.

Commissioner Curdumi stated that most properties are making profits except for Quarry Knoll and Agnes Morley Heights which are due to the high electrical costs. This should even out as the year progresses. He added that the Section 8 program is at the mercy of the government.

Development Committee:

The Development Committee did not meet this month.

The Executive Director informed the Board that the contracts for the repair work and painting at McKinney Terrace I and II will be ready shortly. Work should commence within fifteen business days.

The Executive Director reported that HATG submitted applications for the left over CDBG funds to repave the parking lot/driveway and for roof repair at McKinney Terrace.

The Executive Director informed the Board that HATG received CDBG funding for the new boilers at McKinney Terrace I. He added that energy conservation organizations have been doing many projects on the properties to become more energy efficient. A tenant from McKinney Terrace I asked if insulation will be installed in the crawls spaces as it was in the attics. The Executive Director replied that he received a proposal for that but he has not agreed to it because the property doesn't have many funds. He explained that the payback on insulation is so small that HATG's portion of the cost is higher.

The Executive Director stated that we are in the final stages of closing Armstrong Court Phase 1. It should close between August and September.

The Executive Director reported the new kitchens have been completed at Town Hall Annex and the new doors have been installed. He added that the handicapped doors will be replaced as well as the boilers. The Planning and Development Manager stated that he is waiting to get the test report on the test boiler that was installed in order to complete the bid package. The Executive Director asserted that the boiler replacement will be complete before the beginning of the cold season.

The Chairman stated that the foundation was poured in today for the new laundry room at Adams Garden. He mentioned that the maintenance personnel suggested installing a sidewalk from the street to the laundry room. The Executive Director responded that maintenance did speak to him about that and he will look into it.

Commissioner Boutelle informed the Executive Director that he received a call from a neighboring homeowner at Adams Garden requesting covers be installed in the new outside lighting because it goes into his property. Commissioner Boutelle added that he directed the homeowner to contact the Executive Director.

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 1 of 4 new boilers has been installed at Parsonage Cottage. All of the old boilers have been removed and all supplies are onsite.

Executive Director's Report:

There is nothing to add to the Executive Director's Report.

Staff Reports:

There is nothing to add to the Staff Reports.

Other/New Business:

The Chairman informed the public that HATG presented their plan to construct 51 new units of senior housing at the existing McKinney Terrace property at the Board of Selectmen meeting this morning. The Executive Director presented the drawings to the public. A tenant inquired about parking for the new units. The Executive Director stated that there will be adjustments for the parking. Another tenant asked if existing McKinney Terrace II tenants can get priority to move into the new building. The Executive Director replied that he will have to look into that. A tenant asked if people interested have to be Connecticut residents to apply. The Executive Director responded that anyone age 62 and over can apply, however, HATG gives preference to applicants who live or work in Greenwich. Seniors have an added preference to applicants who used to live in Greenwich, moved away and wish to move back. A tenant inquired about the construction start date. The Executive Director replied that construction would begin next year. Another tenant asked if the plan is the same one that was proposed about 10 years ago that the community was opposed to. The Chairman responded that there was a lot of misinformation about the plan when it was previously presented. All elected officials are now in favor of this plan. He added that this plan falls within HATG's mission to continue to create more affordable housing. HATG currently manages 1200 units and has reinvested millions of dollars in the existing buildings. The Chairman commended HATG staff for the good job they do servicing our customers. The Executive Director stated that HATG would like the support of the residents for this project. A tenant suggested HATG keep the residents informed as the process continues and to let them know how they can help to have this project approved. The Executive Director thanked the public and continued to give details about the project. He stated that the building will be a total of four floors with all 1 bedroom units, there will be a laundry room, a community room and each floor will have its own lounge area. He added that the Commission on Aging requested to have a satellite office on the premises. A tenant asked if HATG will have offices in the building. The Executive Director replied that he is considering it. The Chairman stated that the project is in its initial stage.

Motion to go into Executive Session at 6:42 p.m.

Motion to come out of Executive Session at 7:25 p.m.

There being no further business to come before the Board, upon a motion duly made and seconded, the meeting was adjourned at 7:26 p.m.

Respectfully submitted by,

Lisette E. Contreras