

HOUSING AUTHORITY OF THE TOWN OF GREENWICH
Regular Meeting of the Board of Commissioners
July 27, 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, July 27, 2016 at the Agnes Morley Heights Community Room. The Chairman, Sam Romeo, called the meeting to order in public session at 5:39 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, James Boutelle, Angelo Pucci, Robert Simms Jr. and George Yankowich

Commissioners Absent: Cathy Landy

Staff Present: Anthony Johnson, Terry Mardula, Derrick Bryant, Meaghan Maloney, Jamie Longo, Penny Lore, Laura Murphy, Sardis Solano and Winston Robinson

Legal: Lou Pittocco

Public: Joan Yankowski, Yvonne Pollard, Marion Milazzo, Christine Holland, Margaret Gasparino, Ruth Gordon, Teresa Laredo, Sarah Socito, Maria LoRusso, Barbara Maguire

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.

A resident from Agnes Morley inquired about the vouchers for the Section 8 lottery. The Deputy Director responded the process has not yet been completed. Mr. Mardula explained they received 4,800 applications and of that drew 350. He continued that it is a lengthy process and they must verify applicant's eligibility. The Deputy Director also mentioned they must determine local preference of the 350 applications drawn. The Chairman asked if the people who have been selected were notified. The Deputy Director replied the first 15 have been notified and stated that if you were not selected you would not receive any notification. Commissioner Yankowich inquired if applicants who were chosen and approved would have the opportunity to move in this fall. Mr. Mardula replied, yes.

A resident had a complaint about parking at Agnes Morley. She explained between the hours of 8:30-9:00 pm she has to park on the side of the building because there aren't enough spaces due to overnight guests. Commissioner Pucci questioned how many spaces are in the lot. The Deputy Director responded there are 66 spaces and there are more registered cars than there are spaces. Mr. Mardula also stated that all residents have stickers. The Commissioner stated we can have

the Greenwich Police Department come and patrol the property and check for stickers and ticket cars without, as we do at some of our other properties. A resident stated that aides take up a lot of parking. Mr. Mardula replied that our main priority is the residents. There are 150 apartments and only 66 spaces. Commissioner Yankowich indicated the town regulation for zoning is 50 spaces, 1 per 3 residents and in our newer projects we exceed those requirements. Mr. Mardula expressed ticketing will help in patrolling the parking issue at Agnes Morley.

A Resident asked if there was anything that can be done about getting A/C in the hallways. The Executive Director stated that putting fans may be possible. Commissioner Yankowich mention possibly doing mini splits on each floor. The Executive Director indicated they will look into new ways to create air flow in the hallways.

Ms. Gordon complained that residents are leaving garbage in the recycling room and the odors are awful. The Chairman questioned if this issue has been reported to the housing manager. Ms. Gordon replied yes, she had reported it to George. Mr. Mardula stated that a reminder letter about garbage and recycling will be re-sent to residents.

Ms. Gordon questioned if it is legal to only live here in the summer. She explained that residents on her floor only live here 3 months out of the year. Mr. Mardula replied that as long as the resident is not absent more than 4 months or 120 days there is no issue. Commissioner Boutelle questioned where these residents are filing taxes. Mr. Mardula replied most people in the building are not filing taxes and some end up in nursing homes. Commissioner Pucci asked if they still pay rent. Mr. Mardula responded yes. The Chairman stated this is a matter they will further look into.

Another complaint was brought to the board regarding non-residents dumping garbage. The Chairman asked if there are cameras at Agnes Morley. The Deputy Director responded yes and asked the resident what time this was occurring. The resident responded 3:30 pm. The Executive Director asked what color car and the resident responded a dark older car. The Chairman stated that they will review the recordings.

Ms. Joan Yankowski asked the Board to clarify the transfer list, stating that tenants were confused on how it works. The Deputy Director stated that we have a waiting list and transfers are granted based on family composition only. Ms. Yankowski questioned if transfers were placed over people on waiting lists. Mr. Mardula responded that it depends on the situation, but our policy is in house residents take priority. Commissioner Yankowich inquired if there are accommodation requests. The Deputy Director replied yes, for handicap residents. Mr. Mardula stated we receive more requests for ground floor units at Wilbur Peck due to residents not being able to walk up the stairs.

The Chairman asked Mr. Winston Robinson about the smoking issues at Quarry Knoll. Mr. Romeo questioned if Joe had moved the ashtrays. Mr. Robinson responded they had been moved inside the shop, but would make sure they were placed back where Joe measured; 25 ft from the buildings. Ms. Yankowski stated that people are still smoking inside their apartments. Mr. Mardula replied HATG has the ability to fine and terminate residents' leases that are not in

compliance with our smoking policy. Mr. Mardula stated that the overall policy has been a success.

The Chairman asked for approval of the Minutes of the Regular Meeting of the Board on June 22, 2016. On a motion duly made and seconded, the minutes, with revisions were approved. (Commissioner Boutelle abstained due to absence).

Finance Committee:

The Finance Committee met on July 27, 2016. In attendance were Commissioner Curdumi, Commissioner Boutelle, The Finance Director, The Deputy Director and the Executive Director. Commissioner Curdumi stated that the Operations at Parsonage Cottage show a deficit of \$20,000 for the month. Commissioner Curdumi explained the deficit is due to a death of an employee and the retirement of another employee. Commissioner Curdumi stated year-to-date will go down about \$20,000. Commissioner Boutelle stated the loan interest is not reflected in the financial packet for Parsonage but was noted. Commissioner Boutelle explained we received a check from the Town for \$35,000 for a refund of a portion of the interest paid since January. The Executive Director stated moving forward for the next 2 months there will be no payments. Commissioner Yankowich questioned if they had been billed. The Executive Director responded yes a bill had been sent. The Finance Director added that a check had been sent of the difference owed from January.

Development Committee/ Executive Directors Report:

The Development Committee did not meet this month.

The Chairman reported Strickland Rd. is 75% complete. He stated they are still waiting for insulation. Mr. Romeo also reported the floor should be done in the next week. Commissioner Boutelle asked if the project is far enough that it wasn't affected during the water main break. The Chairman stated that it was fine.

The Chairman also reported that he and Commissioner Boutelle attended the Grand Opening of the Health Clinic at Wilbur Peck. The Chairman stated it is an impressive facility and a great asset to the Town. The Deputy Director stated he also stopped by the clinic and said it was very nice. The Executive Director added that it is open 5 days a week and conveniently located at Wilbur Peck Court.

The Executive Director reported that a request for proposals is available for the porch at Parsonage Cottage. He stated we haven't got anything back as of yet, so will have to continue to reach out to contractors. Commissioner Boutelle asked where it was advertised. The Executive Director responded it was advertised on our HATG website, The Greenwich Time and the Stamford Advocate. Commissioner Yankowich questioned if an estimated value was included in the advertisement. Commissioner Yankowich explained that advertising a bid for a porch may not be that appealing to a contractor. The Executive Director responded that an estimated value was not included but states we have good contractors that we've worked with and assures the job will get picked up. The Executive Director explained there are 5 bids for the bathrooms at Wilbur Peck.

The Executive Director updated the Board about the elevator at McKinney Terrace. Mr. Johnson stated HATG is still working with the State Fire Marshal for final approval. He explained the local Fire Marshal is not approving although all letters have been submitted; he is looking for formal documentation. The Chairman stated we will reach out to Mr. Natale, the Town Fire Marshal.

The Executive Director reported the permit for the Wilbur Peck bathrooms has been received. He also reported a survey was sent out to residents inquiring if they will opt to stay in a hotel or with family while the project is being complete. Mr. Johnson explained residents are concerned about transportation if they opt to stay in a hotel. Mr. Johnson will be in touch with Mr. Boutelle to see if something can be worked out with TAG for residents who don't drive.

The Executive Director reported that we've reached the final stages of approval for the 18 units at Adams Garden. Commissioner Yankowich asked if a draft resolution had been received. The Executive Director stated it had not been received yet. The Chairman will call Mr. Tesei as it was supposed to be resolved last Friday. The Chairman asked the Executive Director if all the Adams Garden issues had been resolved. The Executive Director reported that we are just waiting on the final review from Westchester Modular and stated he has a meeting with them on Friday. Commissioner Yankowich expressed disappointment with AMEC because of the issues with the drawings. Mr. Johnson stated it would be discussed in their meeting and explained the drawings are 90% the same, the issue lies with their change in management. The Chairman asked if we are still on track with our target completion of Sept/October. Mr. Johnson responded yes.

Administrative Committee:

The Administrative Committee did not meet this month.

Commissioner Yankowich inquired about insurance and when that would be looked into. The Finance Director explained that workers compensation has been renewed and the directors and officers is coming up for renewal. The Executive Director stated that we have an insurance book of property values and insured values that includes all of our policies and sub policies.

Other Residence Committee:

The Other Residence Committee did not meet this month.

Ms. Lore updated the Board that Parsonage's census went up with 39 occupied units. She also reported that private pay was increased as of July 1, 2016. She stated the next project will be separating the double rooms.

Mr. Longo reported that Greenwich Close has 5 current vacancies. He explained Greenwich Country Day School vacated all 3 of their units since the housing on their property has now been completed. He stated Greenwich Close is working with the Relocation Group to fill the vacant units as well as advertising in the Greenwich Time and Stamford Advocate. Commissioner Boutelle asked if GC is exclusively working with the Relocation Group. Mr. Mardula responded per the original agreement yes, there is an exclusive contract with the Relocation Group. Mr. Boutelle questioned the term of the contract. Mr. Longo responded 3-6 months. Commissioner

Yankowich suggested putting out a press release about the Garden as a means to advertise the vacant units. Mr. Mardula responded renting units at Greenwich Close hasn't been an issue.

Staff Reports:

The Deputy Director reported the Annual Block Party at Adams Garden will be held Saturday August 30, 2016 at 11am. Commissioner Yankowich asked if the street was going to be shut down. Mr. Mardula responded that there is enough room at the bottom of Bertolf, there is no need to shut the road down. The Deputy Director also stated the Annual Staff Luncheon will be held Friday August 11, 2016 at 1pm.

Other/New Business:

Motion to go into Executive Session at 6:45pm

Legal Matters were discussed.

Motion to come out of Executive Session at 7:15pm

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

Respectfully submitted by,

Meaghan Maloney