

HOUSING AUTHORITY OF THE TOWN OF GREENWICH
Regular Meeting of the Board of Commissioners
August 27, 2014
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, August 27, 2014 at the Agnes Morley Heights 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 Contreras, 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, Penny Lore, Lisette Contreras, John Yankowich, Peggy Yeung, Teryl Elliott, Ruth Young, Sardis Solano and Winston Robinson

Legal: Lou Pittocco

Public: Joan Yankowski, Cristina Pica, Deborah Warfield

The Chairman welcomed the public and asked if anyone had any comments. Ms. Cristina Pica stated that she is a resident of Agnes Morley and is on the Commission on Aging committee. Ms. Pica reported that there was a roach infestation on the second floor recently and two other residents spoke to the Housing Manager, George Schiavello, about it and he told them that he would speak to the exterminator about a week later. The residents told Mr. Schiavello that if he did not address the issue immediately, they would call the Board of Health. After that Mr. Schiavello checked the apartments and had the exterminator treat the apartment where the roaches were coming from as well as all the surrounding apartments. Ms. Pica stated that the exterminator company did a wonderful job. The Deputy Director mentioned that the infested apartment belonged to a resident that had some issues and is under alternate care. This resident will not be returning to the apartments and HATG is getting it ready for the next person on the waiting list. The Chairman was disturbed that the Housing Manager wanted to wait a week to contact the exterminator. The Deputy Director responded that the Housing Manager did not realize the severity of the problem but corrected himself once he checked the apartments. The Chairman directed the Deputy Director to address such issues immediately in the future. Ms. Pica requested to have the compactor room painted because it has not been painted in many years. Ms. Pica mentioned that there is a group of residents that always meet on the third floor in the waiting area. This group is very loud and they threaten and insult passing tenants. Ms. Pica informed the Board that a tenant that lives on that floor stays at a relative's house and only comes home to sleep because the nuisance this group causes. The Chairman directed the Deputy Director to look into this issue. The Executive Director asked if the policy should be reconsidered. The Chairman responded that decorum should simply be

explained. Commissioner Yankowich suggested placing cameras in common sitting areas. Ms. Pica suggested if the landscapers can treat any dry patches of grass. The Executive Director stated that such treatments are not in the contract and will have to be done in-house.

Ms. Joan Yankowski stated that the landscapers are leaving many weeds close to the buildings. Ms. Yankowski invited the Board to Quarry Knoll's Resident Council's Fall Festival on Saturday, September 27, 2014 from 12pm-3pm. The Deputy Director met with an exterminator who gave him a price of \$165 per month for a tick/mosquito treatment.

The Chairman asked for approval of the Minutes of the Regular Meeting of the Board on July 23, 2014. On a motion duly made and seconded, the Minutes, as amended, were approved.

Commissioner Yankowich would like to follow up on the dumpster issue in Armstrong Court. The Deputy Director stated that at \$20,000 per slab of concrete, it is too costly a project to take on right now especially if HATG is going to revitalize the development. The Chairman spoke with City Carting as well about the dumpsters at McKinney Terrace. The dumpster with wheels was replaced with a dumpster without wheels. In Armstrong Court, they replaced the old dumpsters with new ones so the lids won't fly open. The dumpsters will be positioned so that residents can open the side doors. Commissioner Yankowich suggested adding a compactor to the revitalization project plans.

Finance Committee

The Finance Committee met on August 27, 2014. In attendance were Commissioner Curdumi, Commissioner Boutelle, Commissioner Simms, The Executive Director, Deputy Director and the Accounting Manager.

Commissioner Curdumi stated that the financials for June 30th were reviewed. The Committee agreed to skip the July financials for next month and have year to date financials that would include July and August. The Executive Director has contracted an accounting firm to help with the financials. The Executive Director informed the Board that HATG wants to keep this firm to help while the CFO is absent. The firm is very experienced with HUD and will train staff on the utilization of HUD systems. Commissioner Yankowich inquired about the deficit line. Commissioner Curdumi stated that it's due to utilities and insurance premiums increasing, however, the Executive Director will provide a more detailed explanation once the financials have been analyzed. The Executive Director provided the committee with the tax return draft for Parsonage Cottage and the Greenwich Close draft audit for 2012. Commissioner Curdumi recommended a change on the audit and the Executive Director will send it to the auditors for correction. The Executive Director reported that the HATG audit is finalized and will be ready for submission to HUD in September, as required. The budgeting process will start soon for 2015.

Development Committee

Commissioner Yankowich stated that the Development Committee didn't formerly meet, however, the Committee did meet with contractors.

The Planning and Development Manager reported that the elevator at McKinney Terrace II is back on track and work has commenced on the shaft.

The Planning and Development Manager stated that the Planning and Zoning application for the Adams Garden Expansion is in.

The Planning and Development Manager mentioned that the second unit sample was complete for the Adams Garden kitchens. The contractor gave a new proposal with a higher price because they ran into many issues. The Planning and Development Manager asked for an explanation in writing for the higher price and is awaiting an answer. One issue was that this unit had six layers of flooring and the bottom ones are probably asbestos. The Executive Director asked if flooring can be placed over the existing floors. The Chairman responded that it can be done as long as the floor is leveled throughout the unit. The Planning and Development Manager suggested removing the floor that does not contain asbestos and place the flooring over that level. Another issue with the unit was the electrical wiring. The contractors had to separate the connection and rewire the unit.

The Planning and Development Manager informed the Board that the playgrounds at Adams Garden will need a retaining wall.

The Planning and Development Manager stated that the landscaping on the Strickland Road property is complete and construction work on the cottage will start.

The Planning and Development Manager reported that the contract for the Parsonage Cottage alarm system is under review.

The Planning and Development Manager stated that the windows at Greenwich Close are complete. The Planning and Development Manager has received the third proposal for the lead abatement at Greenwich Close.

The Planning and Development Manager reported that the playground at Armstrong Court is complete. He reminded the Board that there is a meeting scheduled tomorrow regarding the redevelopment of Armstrong Court. The Chairman stated that Commissioner Landy and Commissioner Simms should be a part of the Housing Academy for this project.

The Planning and Development Manager stated that he will have a meeting with contractors regarding the security system for Town Hall Annex.

Administrative Committee

The Administrative Committee did not meet this month.

There was a discussion on the By-Laws. The Chairman directed Commissioner Boutelle to change the wording of the By-Laws in order to allow e-votes.

Other Residences Committee

The Other Residences Committee did not meet this month.

Executive Director Report

The Executive Director informed the Board that scholarships for current college students were awarded.

The Executive Director stated that Family Centers is putting together the proposal for the health care center. Family Centers believes there is good chance of receiving the funding.

The Executive Director attended the Planning and Zoning second meeting on the Adams Garden Expansion. The delay that was caused was not necessary and the application will be approved. Commissioner Yankowich added that the Conservation Director was under the impression that HATG parents their tenants. The Emergency Preparedness Director, Dan Warzoha, stated at the meeting that he will design an evacuation plan with the Deputy Director.

The Executive Director stated that CNG is providing \$175,000 in funds for the boilers at Armstrong Court. CNG will look into increasing their assistance.

The Executive Director met with BET members John Blankley and Sean Goldrich as well as CDAC Chairwoman, Alma Rutgers on the Parsonage Cottage Loan Forgiveness.

Staff Reports

The Deputy Director stated that maintenance staff had to move the tenant's belongings in order for the sample unit kitchen at Adams Garden to be completed. He would like for tenants to be made aware that they will have to move their belongings or be charged accordingly if maintenance staff has to do it for them.

The Deputy Director reported that HATG is opting out of the HUD contract regarding Town Hall Annex. He stated that HATG would also like to opt out of the contract pertaining to Quarry Knoll II, but there are four more years left in that contract. The Executive Director added that Town Hall Annex is a site based voucher program and by opting out of the contract tenants would receive a voucher that they can take anywhere. HATG would be able to raise the rents and not deal with HUD anymore. Commissioner Curdumi recommended meeting with the tenants.

Other/New Business

The Executive Director is requesting approval of Resolution #399 to give Family Centers five feet of land off the existing fence line for their children's playground. The Executive Director informed the Board that under State law Family Centers has to have their playground equipment enclosed in order to keep their license. Family Centers already has a playground but is requesting more space for a new playground. Commissioner Yankowich questioned the approval of this resolution in light of the revitalization project that is underway for Armstrong Court. The Chairman decided to refer the resolution to the Development Committee for discussion.

The Executive Director is requesting approval of Resolution #400 in order to forego the bidding process for the boilers for Armstrong Court. The boilers would be purchased by HATG and the labor would be bid out. Commissioner Boutelle questioned where the funds are coming from. The Executive Director replied that they are coming out of reserves and funding from CNG. The Planning and Development Manager stated that he received pricing from three companies. The company with the lowest price quoted an aluminum boiler as opposed to a stainless steel boiler. Mechanical Marketing's price is higher and the material is superior. Additionally, this boiler is the

same as those installed at Wilbur Peck Court and we are very familiar with the product and operation.

Commissioner Yankowich motioned the approval of Resolution #400. Commissioner Curdumi seconded and all votes were in favor.

Motion to go into Executive Session at 6:40 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 7:30 p.m.

Respectfully submitted by,

Lisette E. Contreras

RESOLUTION #399

RESOLVED, that Anthony L. Johnson, Executive Director is authorized to sign on behalf of The Housing Authority of the Town of Greenwich, permission to allow improvements and minor capital repairs and an agreement for placement of a lien, as a part of Family Centers First Steps Playground Improvement project at Armstrong Court, Building 8. This authorization is necessary as part of the application to the Connecticut State Department of Education EC Bond Funds for Minor Capital Improvements Grant Program to use funds, if granted, to make this capital improvement to the playground at first steps.

RESOLUTION #400

RESOLVED, that the purchase of the boilers for Armstrong Court by the Authority be through Mechanical Marketing, without an advertised bid, for a total value of \$142,800.00 be, and it hereby is, approved, and that after such approval, the Executive Director, Anthony L. Johnson, is authorized to execute such purchase.