

HOUSING AUTHORITY OF THE TOWN OF GREENWICH
Regular Meeting of the Board of Commissioners
September 19, 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, September 19, 2018 at the Adams Garden Community Room. The Chairman, Sam Romeo, called the meeting to order in public session at 5:37 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, Vincent De Fina, Cathy Landy, Angelo Pucci and Robert Simms Jr.

Staff Present: Anthony Johnson, Terry Mardula, Derrick Bryant, Penny Lore, Lisette Contreras, Maria Morris, Laura Murphy, Sardis Solano and Winston Robinson

Public: No public present

Legal: Louis Pittocco

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

Finance Committee:

The Finance Committee met on Monday September 17, 2018 to review the 2017 audit report. In attendance were Commissioner Curdumi, Commissioner Boutelle, the Executive Director, Finance Director, Deputy Director and Matt Quinn, Senior Manager at CohnReznick.

The Finance Committee had their regular meeting on Wednesday September 19, 2018 to review the financials. In attendance were Commissioner Curdumi, Commissioner Boutelle, the Executive Director, Finance Director, Deputy Director and Parsonage Cottage Administrator.

Commissioner Curdumi stated that the audit report was perfect in all respects relating to HATG. The accounting reflects accurately the financial condition of HATG. He reported that assets grew from \$50.7 million to \$54.7 million. Operating revenues remained at \$17.9 million. Operating expenses increased from \$16.5 million to \$17 million. Operating income decreased from \$1.3 million to \$728,000. Increases in expenses are mostly due to salaries and maintenance. However the report received a qualified opinion due to the inability to calculate HATG's liability with the state pension fund. The State has not issued its 2017 report and therefore all housing authorities throughout the state will receive qualified audit reports. Commissioner Curdumi added that this will impact HATG's high performer status from HUD.

Commissioner Curdumi motioned to accept the 2017 audit report as presented by the auditors. Commissioner De Fina suggested adding a note stating that HATG does not agree with the qualification.

Commissioner Boutelle replied that they did ask the auditor to add that as a footnote in the report. Commissioner Simms seconded the motion and all were in favor.

Development Committee:

The Development Committee did not meet this month.

The Chairman stated that the new laundry room at Adams Garden is almost complete. The sheetrock will be installed within the next few days. He added that the plumber needs to install some final connections. The laundry room should be completed in about 10 days. The Executive Director added that the laundry machine company has already been contacted.

The Executive Director stated that he is in the closing phase of Armstrong Court Phase 1 with CHFA and the investors. He informed the Board that each organization has a 17 page closing list and conference calls every week. The Executive Director added that HATG will try to close Armstrong Court Phase 2 before the administration changes.

The Executive Director reported that the piping work for the heating system at Armstrong Court is underway.

The Executive Director stated that he has signed the contracts for the repainting of McKinney terrace I and II.

The Executive Director informed the Board that the heating and hot water system at Town Hall Annex will be replaced in the coming months.

The Executive Director reported that he has been working with architects and developers on the McKinney Terrace Expansion. He is working on securing financing. Once that is complete, construction can commence. He added that the Commission on Aging conducted a study that shows that HATG does a great job on housing low and moderate income families however there is a demand for higher income seniors. Therefore the Executive Director met with Jonathan Kuhn from LCB Senior Living that specialize in these projects and have about six developments in Connecticut in order to seek a partnership for a project.

The Executive Director reported that the fire alarm system installation at Armstrong Court is ongoing even though CHFA already approved Phase 2.

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 stated that the motor system in the elevator in building 20 at Greenwich Close was replaced.

Executive Director's Report:

The Executive Director informed the Board that he attended PHADA's legislative forum in Washington D.C. and met HUD Secretary Ben Carson. He stated that he invited the Secretary to the FSS check distribution ceremony but was unable to attend.

The Executive Director mentioned that he hired Bobbi Eggers, a communications expert, to rebrand HATG's image. He added that HATG is a business, not a social service agency, which is what many believe. This is why HATG partners with other agencies that are more involved in social services such as Family Centers. The Executive Director stated that the clinic in Wilbur Peck Court has been a huge success; especially their dental services that Family Centers would like to install another one in Armstrong Court.

Staff Reports:

The Deputy Director informed the Board that HATG's parking policy is on the agenda to be discussed at the Board of Selectmen meeting tomorrow which he will attend. He stated that the issue will be to get the police department on board for enforcement. The Chairman replied that he will coordinate enforcement with the Chief of the police department.

The Deputy Director stated that a boiler in Town Hall Annex was ruptured in the closet of an apartment. He stated that no apartments were affected but the fire marshal evacuated the building. Only 7 families requested hotel rooms.

The Deputy Director reported that he is starting the relocation process for Armstrong Court soon. The stilt building will be the first to be relocated. The only question is how long the units will be vacant without collecting rent. The Executive Director stated that when Phase 2 starts HATG will only rehab one building at a time so that we have more units for relocation.

Commissioner Boutelle asked if commissioners can attend the fair housing training that will be provided for staff. The Deputy Director replied that any commissioner is welcomed.

Commissioner Boutelle inquired about the lowering of the FMR. The Deputy Director explained that HUD basis it on studies conducted. The Executive Director added that HATG currently pays 110% of FMR and can request to pay 120% of FMR. However, this would lower the amount of residents that can be assisted. Commissioner Boutelle asked if Section 8 tenants have been notified. The Deputy Director replied that only the tenants that have had their annual recertification completed have been notified.

The Chairman requested to have a letter sent to the residents of Adams Garden asking them to not feed the geese.

Commissioner Simms inquired how the smoking policy pertains to medical marijuana. The Deputy Director responded that the smoking policy does not differentiate between what is being smoked and for what reasons. The policy is that residents can not smoke in the units and within 25 feet from the building, no matter what or why it's for. He added that marijuana doesn't have to be smoked; there are other forms that it can be taken. Commissioner Simms asked if it makes sense to have different policies. The Chairman replied that there is one general smoking policy. Commissioner Simms suggested HATG acquiring a device that can measure if someone has been smoking inside their unit. The Executive Director directed the Deputy Director to look into the device.

Other/New Business:

RESOLUTION #464:

RESOLVED, that the contract between the Authority and the Community Development Block Grant agency of the Town of Greenwich, providing for a grant for the Boiler System Replacement project

at McKinney Terrace I be, and it hereby is, approved, with such revisions and additions as shall be approved by the Development Committee and that after such approval, the Executive Director, Anthony L. Johnson, is authorized to execute such contract.

Commissioner Curdumi motioned to approve Resolution #464, Commissioner Pucci seconded and all votes were in favor. Commissioner Boutelle asked if this was part of the reprogrammed funds. The Executive Director replied that it is not reprogrammed; it's new funding.

RESOLUTION #465:

The Finance Director requests the Board of Commissioners approve the opening of a new bank account with Webster Bank for Oak Tree Inc. After review, upon a motion duly made and seconded, the following resolution was unanimously adopted:

RESOLVED, that the officers of Oak Tree Inc, Anthony L. Johnson (President), Terry Mardula (Secretary), Derrick Bryant (Treasurer), be authorized and directed to open a bank account for Oak Tree Inc with Webster Bank, in the Town of Greenwich, which hereby is authorized to honor the deposits of Oak Tree Inc, and checks drawn against such deposits signed by the Officers, as long as there are funds in the account.

RESOLUTION #466:

The Finance Director requests the Board of Commissioners approve the opening of a new bank account with Webster Bank for Armstrong Court Phase I Limited Partnership. After review, upon a motion duly made and seconded, the following resolution was unanimously adopted:

RESOLVED, that the officers of Armstrong Court Phase I Limited Partnership, Anthony L. Johnson (Executive Director), Terry Mardula (Deputy Director), Derrick Bryant (Finance Director), be authorized and directed to open a bank account for Armstrong Court Phase I Limited Partnership with Webster Bank, in the Town of Greenwich, which hereby is authorized to honor the deposits of Armstrong Court Phase I Limited Partnership, and checks drawn against such deposits signed by the Officers, as long as there are funds in the account.

The Finance Director explained that two new accounts need to be opened for Armstrong Court Phase 1. Oak Tree will be the holding account for the tax credits. Armstrong Court Phase 1 will have all the loan funding inserted. Commissioner Boutelle motioned to approve Resolution #465 and Resolution #466 combined. Commissioner Curdumi seconded and all votes were in favor.

Motion to go into Executive Session at 6:29 p.m.

Motion to come out of Executive Session at 6:55 p.m.

There being no further business to come before the Board, upon a motion duly made and seconded, the meeting was adjourned at 6:57 p.m.

Respectfully submitted by,

Lisette E. Contreras