

HOUSING AUTHORITY OF THE TOWN OF GREENWICH
Regular Meeting of the Board of Commissioners
September 24, 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, September 24, 2014 at the Adams Garden Community Room. The Chairman, Sam Romeo, called the meeting to order in public session at 5:35 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, Cathy Landy, Robert Simms Jr and George Yankowich

Commissioners Absent: Angelo Pucci

Staff Present: Anthony Johnson, Terry Mardula, Penny Lore, Lisette Contreras, John Yankowich, Teryl Elliott, Ruth Young, Sardis Solano and Winston Robinson

Legal: Lou Pittocco

Public: Joan Yankowski, Chris von Keyserling

The Chairman welcomed the public and Commissioner Boutelle requested a moment of silence for the recent passing of the Finance Director of HATG. The Chairman asked the public for comments. Ms. Joan Yankowski stated that the landscapers have not removed weeds that are close to her residence. The Chairman directed the Deputy Director to look into the issue.

The Deputy Director informed the Board that the stream behind Armstrong Court was recently cleaned out but warned that everything will grow back very quickly. He will be meeting with Patty Sechi and Town Wetlands to devise a plan to address this issue in the future.

The Chairman asked for approval of the Minutes of the Regular Meeting of the Board on August 27, 2014. On a motion duly made and seconded, the Minutes, as amended, were approved.

Finance Committee

The Finance Committee met on September 24, 2014. In attendance were Commissioner Curdumi, Commissioner Boutelle, The Executive Director and the Deputy Director.

Commissioner Curdumi stated that the financials for July and August were reviewed. Commissioner Curdumi informed the Board that there is a deficit of \$360,000 in the Section 8 program. HUD is withholding Section 8 payments until the Housing Authority uses all its reserves. There is about \$220,000 left in the reserves. The Executive Director explained that HUD implemented this policy because some housing authorities were using Section 8 reserves to fund other programs. HUD has taken this opportunity to do better cash management by reducing the level of Section 8 reserves held by housing authorities. Commissioner Boutelle suggested speaking

to Congressman Himes. The Executive Director explained that HUD is penalizing everyone for a few bad housing authorities that broke the rules.

Commissioner Curdumi stated that the Executive Director will be advertising for the CFO position next week.

Commissioner Curdumi reported that the 2013 audit report was an unqualified audit with no recommendations. He thanked the staff for their hard work. The Finance Committee has accepted the audit. The Executive Director added that once the audits for Greenwich Close, Parsonage Cottage and Town Hall Annex Corporation are complete he will forward them on to the Board for review.

Development Committee

The Development Committee met on September 24, 2014. In attendance were Commissioner Romeo, Commissioner Yankowich, The Executive Director, the Director of Maintenance and the Development and Planning Manager.

The Chairman stated that the Adams Garden kitchen upgrades, the replacement boilers and hot water system at Armstrong Court and tenant participation for the Armstrong Court modernization project were discussed.

The Planning and Development Manager reported that the Armstrong Court boiler project was out to bid. There were not enough qualified bidders. The bid will re-open. The Planning and Development Manager stated that one of the boilers recently stopped working. The Executive Director requested for the Development Committee to approve the bid on behalf of the Board, after they are reviewed and qualified, in order to expedite the process. Commissioner Yankowich motioned that the Board authorize the Development Committee to view and approve the bid as long as there is an appropriate number of valid bids. Commissioner Curdumi seconded and all votes were in favor.

The Planning and Development Manager mentioned that the call system project for Parsonage Cottage was not bided out because the contractor is on the State's bid list.

The Executive Director stated that there were many issues with the second test kitchen in Adams Garden. The price went up because of these issues and HATG is trying to negotiate the price. Commissioner Landy requested that Adams Garden tenants be sent a memo regarding the status of the kitchen project.

Administrative Committee

The Administrative Committee did not meet this month.

The Chairman inquired about the e-voting in the By-Laws. Commissioner Boutelle replied that he has not had a chance to look into it.

Other Residences Committee

The Other Residences Committee met on September 24, 2014. In attendance were Commissioner Yankowich, Commissioner Simms and the Executive Director.

Commissioner Yankowich stated that the Committee reviewed the design of the new doors at Parsonage Cottage. The Committee briefly discussed the Parsonage Cottage Loan Forgiveness.

Executive Director Report

The Executive Director informed the Board that he attended the first two sessions of the Housing Academy for the Armstrong Court redevelopment application in New Haven with Commissioner Landy and the development partners. The team learned much of the process regarding assembling the final package. The Executive Director informed the Board that this Academy is by invitation only and that it will give HATG an advantage when the application is submitted. Commissioner Landy stated that HATG needs to have clear plans on the project. Commissioner Yankowich reported that HATG needs the community's input. Commissioner Simms and Commissioner Landy are in charge of getting comments from the residents. Commissioner Landy replied that she didn't know if the Board wanted the information out to the public so she has not spoken to any residents in regards to this project. Commissioner Yankowich stated that the drawings need to be completed in about two weeks. The Planning and Development Manager added that the Chairman and Commissioner Landy will go to Armstrong Court to speak to the residents next week. The Executive Director stated that CHFA wants to revive the resident councils. The Executive Director discussed the possibilities of the relocation plan, including using tax credits. The relocation plan needs to be established before filing the application. Commissioner Yankowich suggested that Commissioner Curdumi get involved on the strategy.

The Executive Director reported that the Fire Marshal wants a plan by September 29th on the alarm system for Armstrong Court. He will not have it by then. The Chairman suggested scheduling a meeting. The Chairman added that it would not be cost effective to install an alarm system to later have to rip it out with the redevelopment.

Staff Reports

The Deputy Director informed the Board that the compactor room of Agnes Morley was painted. He also addressed the common area concern by sending a letter to the residents.

The Deputy Director researched the cost to install a concrete pad in the dumpster area for Armstrong Court. He believes \$30,000 is too high a price. Commissioner Yankowich stated that it might conflict with the redevelopment plans. The Chairman mentioned that he spoke to City Carting and requested to have the smaller units in the middle and the larger units on the sides. The Executive Director stated that he would look for another solution.

The Deputy Director discussed the Agency Plan for 2015.

Commissioner Landy inquired about adding speed bumps at Armstrong Court. The Planning and Development Manager replied that it is now illegal to control speed with speed bumps.

Commissioner Simms inquired about the cost of turning over units that were occupied by smoking residents. The Deputy Director explained that it is much more costly to turnover those units and as a result HATG is thinking about having a no smoking policy. Commissioner Romeo stated that it should be on the lease for new residents starting January 1st. The Deputy Director stated that HATG would offer smoking cessation programs. Commissioner Boutelle is concerned with establishing a no smoking policy retroactively to residents that have been living there for an extended period of time. The Deputy Director explained that smokers are not a protected class under Fair Housing laws. Commissioner Curdumi suggested notifying tenants at this time informing them of a non-smoking policy commencing January 1, 2016, smoking residents will have more than a year to begin the process to quit smoking.

Ms. Joan Yankowski requested to have more signs installed concerning leashing and picking up after dogs. She stated that there is a resident that lets their pet run loose and outsiders that walk their dogs on the property do not pick up after them.

The Executive Director informed the Board that he has requested for the managers to give him a list of the top ten worst housekeepers in each of the developments. These units will have special inspections to make sure that the residents practice better housekeeping skills. Commissioner Landy inquired about the tenant at Armstrong Court with the bed bug infestation; she knows that the resident is not doing her part with the housekeeping. Commissioner Landy explained that she is concerned that the resident might spread the bugs onto her building because she is spending a lot of time at the neighbors unit who lives underneath Commissioner Landy. The Deputy Director informed Commissioner Landy that according to the Orkin technician, the resident does not currently have the bugs anymore. Commissioner Landy asked what HATG will do if the resident doesn't prepare for extermination. The Executive Director replied that HATG would start legal action because the treatments are very costly and the tenant has to properly prepare the unit for it to work effectively.

Commissioner Landy asked if HATG has contacted the police recently to check on the parking at Armstrong Court. The Deputy Director stated that normal ticketing has not been performed.

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 motioned for the approval of Resolution #399. Commissioner Curdumi seconded and all votes were in favor.

The Deputy Director is requesting approval of Resolution #401 in order to renew the Public Housing Authority Agency Plan for the year 2015. Commissioner Curdumi motioned the approval of Resolution #400. Commissioner Yankowich seconded and all votes were in favor.

Motion to go into Executive Session at 6:50 p.m.

Motion to come out of Executive Session at 7:30 p.m.

There being no further business to come before the Board, upon a motion duly made and seconded, the meeting was adjourned at 7:32 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 #401

RESOLVED that the Public Housing Authority Agency Plan for the Authority for the fiscal year commencing January 1, 2015 be, and it hereby is, approved and that the Chairman, Executive and Deputy Directors, or either of them, execute and file the Plan together with HUD Form 50075 and the PHA Certificate of Compliance with HUD in accordance with its instructions and regulations.