

**HOUSING AUTHORITY OF THE TOWN OF GREENWICH**  
**Regular Meeting of the Board of Commissioners**  
**September 26, 2012**  
*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 26, 2012, in the community room at Adams Garden. The Chairman, George Yankowich, called the meeting to order in public session at 5:40 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: George Yankowich, Sam Romeo, Robert Simms Jr, James Boutelle, Agripina Lopez, and Bernadette Settelmeyer

Commissioner Absent: Abelardo Curdumi

Staff Present: Anthony Johnson, Bruno Lacaria, Penny Lore, Lisette Contreras, John Yankowich, Ruth Young, Teryl Elliott and Winston Robinson

Legal Counsel: Louis Pittocco

Public: Cathy Landy, Joan Yankowski, Josefina Cabrera, Blanca Taborda, Cecilia Taborda, Maria Santillana and Daisy Manzo

The Chairman welcomed the public and asked if there were any questions or concerns. Ms. Cathy Landy welcomed the new commissioners and stated that the laundry machines at Armstrong Court are working very well since the pipes were cleaned. She asked if there is maintenance program in place to clean the laundry machines frequently. The Director of Planning and Development stated that the contract does include frequent maintenance. Ms. Landy also reported that the trees in Armstrong Court have many dead branches which fall down during storms and cause damage. Ms. Landy stated that there are five street lights that are out and maintenance has not changed them. Ms. Landy expressed concern over raccoons and skunks around the dumpsters. Tenants leave their trash outside the bins as a cause of the pests. The Chairman recommended contacting animal control. Ms. Landy reported that tenants park in visitor spaces which leads to visitors having to park in tenant spaces and then they get parking tickets. The Executive Director stated that the new parking policy is now being enforced by the Town's parking department. He also stated that he would look into the visitor parking situation.

Ms. Joan Yankowski thanked HATG for the fall festival at Quarry Knoll. She stated that the fence around the generator is beautiful. The Chairman informed the public that the generator will be tested every week and the tenants might hear some noise. Commissioner Boutelle suggested circulating a notice to the tenants letting them know about the testing.

Ms. Josefina Cabrera had a complaint about her neighbors at Adams Garden smoking all day in the backyard. She stated that her children have asthma and the smoke really affects them. They are not

able to use the backyard because the smoke is overpowering and the smell enters her house as well. The Executive Director informed the public that HATG is considering implementing a smoking policy. However, this will not be implemented until sometime next year. As of right now, speaking to the tenant is all that can be done. The Executive Director stated a letter will be sent to the families that have smokers alerting them of the health concerns of their neighbors. The request will ask them to curtail their smoking in and around their unit.

Commissioner Lopez also had a complaint about her neighbors at Adams Garden using all the parking spaces, smoking and throwing the butts on the ground. When family and friends visit, they also use the spaces and smoke. The Executive Director informed the public that HATG is developing a parking policy in which tenants will have parking stickers and some visitor spaces will be provided. This policy will be implemented by the end of November. The Housing Manager stated that she sent the tenants notice regarding the smoking and the garbage on the floor. The Executive Director recommended having a meeting with the Tenants Association regarding these issues. The Chairman suggested having regular Association meetings instead of waiting a year for the Board Meeting to take place in Adams Garden to voice their concerns.

Ms. Cecilia Taborda reported that teenagers at Adams Garden are playing basketball around 10pm when she is trying to go to sleep. In the summer, teens are smoking, drinking and making noise at night. Ms. Taborda stated that it was not a big problem when police used to patrol the area. Commissioner Romeo stated that he would contact the police department and ask them to patrol the area again. He also suggested installing signs in the playground stating its closure at sunset, using language similar to that at the town parks.

The Chairman asked for approval of the Minutes of the Regular Meeting of the Board on August 22, 2012. On a motion duly made and seconded, the Minutes, with revisions, were approved.

Commissioner Lopez exited the meeting after the public comments at 6:30pm.

Review of the Task List

1. PC Tax Credit– Waiting for the Limited Partners to sign the Agreement.
2. THAC–Assignment of the HAP agreement has been sent to HUD for approval.

**TASK LIST 9/26/2012**

| <b>Date of Request</b> | <b>Request</b> | <b>Person Responsible</b>      | <b>Anticipated Date</b> | <b>Comments</b> |
|------------------------|----------------|--------------------------------|-------------------------|-----------------|
| 6/24/09                | PC Tax Credit  | Tony Johnson,<br>Bruno Lacaria | October<br>2012         | Update Monthly  |
| 6/24/09                | THAC           | Bruno Lacaria                  | October<br>2012         | Update Monthly  |

Finance Committee

Commissioner Settlemeyer informed the Board that there were no findings in the audit. The Finance Committee recommends the Board accepts the audit. Commissioner Boutelle requests that future audits are sent to all commissioners before accepting it. The Finance Director went over some of the highlights of the audit. Commissioner Settlemeyer stated that through August only one development

has an operating deficit; Quarry Knoll I is operating at a small deficit. Commissioner Boutelle asked if there is a plan in place if government funding is reduced as a result of potential pending legislature. The Executive Director stated that HATG has a cash surplus in the Section 8 program. The Finance Director added that Wilbur Peck Court and Agnes Morley Heights also have a surplus. Commissioner Romeo made a motion to accept the audit. Commissioner Boutelle seconded and all votes were in favor.

#### Executive Director Report

The Executive Director reported that the generator has been installed at Quarry Knoll along with a fence and landscaping. He states that HATG has 21 plants leftover which will be planted at Greenwich Close.

The Executive Director informed the Board that the generators at Wilbur Peck Court will be tested this week and the phase converter was received and will be installed.

The Executive Director received another proposal for the windows at Greenwich Close which was higher than the last proposal and the window was of a cheaper quality. Maurice, our P.E., walked the building to analyze the current windows in order to prepare a specifications and proposal

The Executive Director stated that the brick pointing job at Greenwich Close is progressing well. The roof replacement bids will be opened tomorrow. Commissioner Boutelle asked if all the bidders have been certified. The Executive Director explained that once the bid is awarded the contractor gets certified. Commissioner Boutelle motions for the Development Committee to be authorized to review and award the bid for the roof replacement at Greenwich Close. Commissioner Simms seconds and all were in favor.

The Executive Director stated that the building permit was accepted for the exterior work at Quarry Knoll II. An application has to be filed with planning and zoning for the interior work. The Executive Director instructed the contractor to begin the exterior work in the meantime.

#### Staff Reports

Commissioner Boutelle suggested indicating how many days it takes for non-emergency work orders to be completed in the reports. The Executive Director explained that all emergency work orders are supposed to be completed within 24 hours which they are in the case of HATG. Commissioner Boutelle also had a question about collecting past due rents. The Executive Director indicated that the Deputy Director will explain at the next Board meeting.

Penny Lore stated that the paving work at Parsonage Cottage has not started yet and that it should be started next week. The reason for the delay is that the contractor is finishing up landscaping work at Quarry Knoll.

#### Other/New Business

The Chairman started a discussion on committee structure. Commissioner Romeo stated that the committees would be Ad Hoc Committees. The Chairman stated that the Board has to decide who will be part of the new committees. Commissioner Romeo motions to establish two Ad Hoc

Committees. Commissioner Boutelle seconded and all votes were in favor. The Chairman requests that the Executive Director assign an appropriate staff member to each of the new committees.

Commissioner Settlemeyer suggested that Penny Lore, the new asset manager for Greenwich Close and herself attend the Asset Management training in Washington D.C.

The Chairman held a discussion on Resolution #379. Attorney Pittocco indicated that there are certain encumbrances that have to be cleared. He stated that there are restrictive covenants on the property with regard to bonds that were issued. These covenants are not addressed in the release of mortgage. They have to be addressed by the original mortgagor. Attorney Pittocco also mentioned that HATG might have to pay a conveyance tax, which is 1% of purchase price. Commissioner Romeo motioned to pass resolution #379. Commissioner Settlemeyer seconded and all votes were in favor.

Motion to go into Executive Session at 7:29 p.m.

Motion to come out of Executive Session at 8:15 p.m.

There being no further business to come before the Board, upon a motion duly made and seconded, the meeting was adjourned at 8:16 p.m.

Respectfully submitted by,

Lisette E. Contreras

**RESOLUTION #379**

BE IT RESOLVED that the Executive Director, Anthony Johnson, is hereby authorized to settle a pending lawsuit in Superior Court, Stamford, Connecticut, involving the Housing Authority of the Town of Greenwich and New Country Motors Realty and/or Michael Cantanucci, which said lawsuit pertains to real property of the Housing Authority of the Town of Greenwich at 180 West Putnam Avenue, Greenwich, Connecticut.

FURTHER, that the Executive Director is authorized to sign a Deed and other documentation for the sale of said real property at 180 West Putnam Avenue, Greenwich, Connecticut, to New Country Motors Realty and/or Michael Cantanucci, for the sum of Seven Hundred Fifty Thousand and 00/100 Dollars (\$750,000.00), or to allocate said Seven Hundred Fifty Thousand and 00/100 Dollars (\$750,000.00) as follows: Sales Price, \$470,000.00; Past Due Rent, \$280,000.00.

In addition, the Executive Director is authorized to assign a certain Tax Appeal lawsuit between the Housing Authority of the Town of Greenwich and the Town of Greenwich to the Purchaser.