

# HOUSING AUTHORITY CITY OF DERBY

45 Minerva Street  
P.O. Box 843  
Derby, CT 06418  
(203)735-6652 Telephone  
(203)734-0204 Fax

## Executive Director

Neil V. Dorso

## Board of Commissioners

Joseph F. Pinto III, Chairman  
J. P. Rizzitelli, Vice Chairman  
Rosemary Hughes  
Pauline Monaco  
Joseph R. Romano

## Minutes of the Board of Commissioners

Monthly Meeting - Wednesday, May 2, 2007  
Aldermanic Chambers – City Hall  
1 Elizabeth Street, Derby, CT

Chairman Pinto called the meeting to order at 6:32 P.M. and the Pledge of Allegiance was recited.

Chairman Pinto called the roll. Present were Chairman Joseph Pinto, Vice Chairman J.P. Rizzitelli, Commissioners Rosemary Hughes, Pauline Monaco and Joseph Romano, and Office Manager Jo-Anne Markos.

A motion was made by Mr. Romano and seconded by Mrs. Monaco to approve the minutes from the April 4, 2007 meeting. Motion passed unanimously.

## PUBLIC PORTION

Susanne Pease of Stygar Terrace requested that the American Flag be put back up there.

Marlo Tinari of Lakeview Apartments spoke. Regarding the grievance policy, Mr. Tinari suggested that there might be verbal interaction before a written complaint to nip a grievance in the bud. He also requested that the Commissioners look into the high cost of electricity and the possibility of alternate carriers. He then asked if the tenant utility reimbursement was mandated by the state or if the Authority could set it higher to defer the recent increases in electrical costs. Mr. Tinari then requested that the Commissioners drop the fee for late rent payments. He also asked about reducing the dryer time and corresponding rates. He then asked about rolling back the base rents to 2004 levels. He then asked about a resident services coordinator and if there were state funds available for this service. He then asked if the Commissioners could lift the restriction on consuming alcohol in the community rooms. Chairman Pinto noted that as the public portion had already opened, it was too late to add this item to the agenda, but that it would be discussed next month.

Donald Germain of 16 Lakeview Terrace addressed the Commission regarding the Rec Camp use of the Housing Authority's property for parking. He requested time later in the meeting to make comment and Chairman Pinto informed him that this would be the only opportunity for the public to address any concerns to the Commissioners. Mr. Germain stated that as he saw it, Mr. Smith's plans for parking spaces would not alleviate the on-road parking problems on Lakeview Terrace and that the Commissioners should not allow the Camp to put parking spaces on the property. He then referenced a verbal agreement that he had with former Commissioner Barretto

with regard to the DHA property bordering his and that he was against the Authority building a facility on that property.

Colleen Ezzo of 14 Lakeview Terrace also spoke regarding the Rec Camp parking. She also feels that the parking spaces proposed would not accommodate the counselors and parents that visit the camp. She feels that the lot will become an attractive place for teens to congregate to hang out and drink late at night.

As no one else from the public wished to speak, the public portion was closed.

### OLD BUSINESS

Recreation Camp parking request. Donald Smith presented the Commissioners with blue prints of the plans. He stated again that there would be 11 parking spaces on Lakeview Terrace, 4 parking spaces in the drop off area at the corner of Lakeview and Roosevelt Drive and 10 additional spaces on the DEP property. He noted that the drop-off area will be gated during off hours and that there would be “no parking” signs installed on the other side of Lakeview. He stated that this would be plenty of spaces to accommodate the 20 counselors that work at the camp. He also noted that the DOT is currently reviewing the request for a traffic light at the intersection of Lakeview and Roosevelt. He stated that the Rec Camp would be looking for an “at-will” lease agreement for a nominal fee. They would indemnify the Housing Authority against any liability for their use of the site and would incur all costs for installation and removal of the parking areas. They are also waiting for word from the Zoning Board of Appeals on this parking.

Mr. Manger, Chairman of the Rec Camp then spoke. He stated that the Camp does not allow off hours use of their facilities by the staff and they do what they can to secure the camp, but given its location on the river, that is not an easy thing to do. They have installed security cameras and could do the same at the Lakeview parking lots. Responding to a question from a Commissioner, he noted that the age of the campers is between 5 and 16.

A motion was made by Mrs. Monaco to allow the Rec Camp to install the proposed parking areas on the Housing Authority property pending any necessary approvals from CHFA and DECD. The motion was seconded by Vice Chairman Rizzitelli and passed unanimously.

Base Rent. There was a discussion of the base rent increases approved at the March meeting. A motion was made by Mr. Romano to rescind the increase and to keep the base rents at the 2006 levels. The motion was seconded by Mrs. Hughes and passed unanimously.

Grievance Policy. MR. Romano and Mrs. Hughes stated that they have been working on this and will have a proposed policy for the Board at the June meeting. Matter tabled until the June meeting.

DHA Development Corp. It was explained that this is a subsidiary of the Housing Authority. It was formed some years ago in order for the DHA to purchase a house. This house has since been sold and DHA Development Corp remains as an active entity with no activities.

### DIRECTOR'S REPORT

Ms. Markos gave the director's report, a copy of which is attached to these minutes. A motion to accept was made by Mrs. Monaco and seconded by Mrs. Hughes. The motion passed unanimously.

### NEW BUSINESS

Administration of Section 8 Program. Chairman Pinto noted that the contract with Ansonia Housing Authority to administer Derby's Section 8 vouchers expires on December 1<sup>st</sup> and that according to the contract, the Board needs to inform Ansonia 180 days in advance of our intention to renew the contract or let it expire. Chairman Pinto stated that according to figures that he's gotten from his review of the Authority's finances and the Authority's accountant Ms. Wortman, he feels that it would be cost effective to hire our own staff and administer this program in-house. Vice Chairman Rizzitelli asked if we could delay this decision given the situation with the Executive Director and Chairman Pinto stated that we have to give them a decision by June 1<sup>st</sup>. A motion was made by Mr. Romano to allow the contract with Ansonia Housing Authority to expire on December 1, 2007 and for the Derby Housing Authority to administer its own Section 8 vouchers at that time. The motion was seconded by Mrs. Monaco. The motion passed with a vote of 4 yeas, 0 neas and 1 abstention (Vice Chairman Rizzitelli). Chairman Pinto will send a letter to Executive Director Jim Finnucan at Ansonia Housing Authority informing them of our decision.

Service Contract – Flick's Lawn Care. Flick's Lawn Care has not yet been out to mow the lawns or perform the spring clean ups at the apartment complexes because the Authority's contract with them had not been renewed. A motion was made by Vice Chairman Rizzitelli to accept the proposed contract with Flick's Lawn Care. The motion was seconded by Mr. Romano and passed unanimously. The agreement was signed by Chairman Pinto.

Ramp Funding – Lakeview Apartments. This issue has been around for some time. Chairman Pinto noted that the Authority has the funds in its reserves to undertake this project and recommended that it proceed when the situation with the Executive Director is resolved. Vice Chairman Rizzitelli made a motion to build the proposed ramp at Lakeview Apartments using the Authority's reserves pending the resolution of the Executive Director situation and in compliance with the Authority's procurement procedures. The motion was seconded by Mrs. Monaco and passed unanimously.

### EXECUTIVE SESSION

Chairman Pinto stated that there is a need to go into executive session to discuss the inquiry into the Housing Authority's finances and the status of a particular employee. The motion was seconded by Mr. Romano. The motion passed unanimously and the Board of Commissioners went into executive session at 7:59 P.M.

The Board of Commissioners came out of executive session at 8:55 P.M. and invited the public back into the Chambers.

Vice Chairman Rizzitelli made a motion to authorize Chairman Pinto to retain legal counsel on behalf of the Housing Authority in the matter of the financial inquiry. The motion was seconded by Mrs. Monaco and passed unanimously.

MONTHLY FINANCIAL REPORT

The monthly financial report was presented by Ms. Markos, a copy of which is attached to these minutes. A motion to accept the report as given was made by Mr. Romano and seconded by Mrs. Hughes. The motion passed unanimously.

ADJOURNMENT

As there was no further business to come before the Board, Chairman Pinto adjourned the meeting at 8:58 P.M.