

Derby Housing Authority
June 5, 2007

Meeting called to Order at 6:30 PM.

Pledge of Allegiance.

Roll Call: Joseph Pinto, Rosemary Hughes, Pauline Monaco and Joe Romano.
JP Rizzitelli arrived later.

Also present: JoAnn Markos, Current Housing Authority Office Manager.

Additions, deletions or corrections to the Agenda as presented.

Additions to the Agenda:

- a. Discussion of air conditioning for all Community Rooms at all sites.
 - b. ADA Ramp at Styger Terrace.
- Motion to add the above items to the Agenda.

Motion by Joe Romano. Second by Pauline Monaco. All in Favor. Motion passes.

- Motion to except the Minutes as follows: May 2, 2007 and Special Minutes of May 23, 2007.

Motion by Rosemary Hughes. Second by Pauline Monaco. All in Favor. Motion Passes.

PUBLIC PORTION:

Susan Pease - 3 Styger Terrace, Derby. Voiced her concerns with regards to the alarm system not being hooked up to the outside for resident's safety. Nearest alarm is located at Talmadge and Hawthorne Ave.

Kim LaFrance – Speaking o behalf of her Mother who is a resident of Lakeview Terrace. He concerns are with the two ways of exit that exist within the setup of the kitchen. She related to the committee that if there were to be a fire in the kitchen area both ways for an emergency exit would be side by side on either side of the kitchen to the outer hallway. Another one of the concerns that she has addressed before is the faulty burners on the stove which have been in disrepair for years.

Michael Tinany – Guardiano Terrace, Derby. Made comment with regards to the air conditioning concerns and stated that there are two working units in storage at the Community Room at Gaurdiano Terrace. Mr. Tinany also reinitiated with regards to faulty stove burners.

Numerous conversations started among audience members with regards to the dryer cycles at each complex. Citizens were concerned that some residents do not need the full cycle that are allotted per load and the costs associated with this. It was mentioned that perhaps the dryers could be programmed differently to allow those with smaller loads and not in need of the full cycle not have to pay as much as those that have larger and heavy loads.

Chrm. Pinto referred to JoAnn who stated that the costs may override the savings for the conversion. Mr. Monaco questioned single rates vs. couple's rates. Mr. Romano asked if it was possible to access the tenants use on a monthly basis and just how much use each tenant uses for drying their clothes. Mr. Rizzitelli said although this sounds good in theory in reality it would more than likely bring people in from the outside of the complexes using the dryers. Mr. Rizzitelli further discussed the MacRay dryer costs to the tenants and JoAnn Markos stated that she would further look into what could be done if anything. Chrm. Pinto asked if it would be possible to re-calibrate the dryers so that some would run for only ½ hour vs. 1 hour. Again, something to further look into. Mrs. Monaco further questioned single households vs. double households? Mr. Romano asked if it would be possible to access the tenants' needs for the dryers. Mr. Rizzitelli again stated that this may bring in unwanted and non tenants to use the facilities.

With regards to the ramps at Guardian Terrace they were addressed last month and once this year Financial Report is completed they will once again be looked into for feasibility and costs. The costs for installing the ramps would be the responsibility of the Authority.

Chrm. Pinto explained that Atty. Stamos's fee of \$1,500 (\$250 per hr) vs. \$175 per hour will definitely be addressed prior to any money being paid. Comment was also made with regards to the \$18,000.00 shortfall to the Ansonia Housing Authority by Joe Romano and to where does the blame lay. Comment further went on to say that since Ansonia acted on behalf of Derby that Ansonia should be held liable.

A copy of the Financial Report was presented for file into the record.

- Motion to except the report as presented by JoAnn Markos.

Motion by JP Rizzitelli. Second by J. Romano. All in Favor. Motion Passes.

On the activity side of the report note was made that the Section 8 checks have been sent out on time and Chrm. Pinto was proud to state that no sanctions against Derby have been made due to the 97% capacity in the filling of all apartments.

- Motion to accept the Activity Report as presented.

Motion by Rosemary Hughes. Second by JP Rizzitelli. All in Favor. Motion Passes.

JoAnn reported that there currently are two (2) vacancies at Styger Terrace, three (3) at CC Manor (which are currently in the process of being restored) and will be available by mid July and two (2) at Lakeview Terrace.

Tenants voiced their concern with regards to the fall pick-up scheduled and were informed that they would be given notice when it would begin and as to whether it would be weekly or bi-weekly.

Tenants were made aware of the application for Renter's Rebate now available. The **Renter's Rebates** are available to the tenants at the various sites with information and scheduled appointments through the Derby Senior Center. Renters must be 65 by December 31, 2007 to qualify.

Committee Members reviewed the Grievance Policy as proposed. Mr. Romano suggested that he would like more time to look into some of the language and fine tune it and present it at the next monthly meeting.

- Motion to table a vote on the Grievance Policy as presented.

Motion by Joseph Romano. Second by JP Rizzitelli. All in Favor. Motion Passes.

The Finance Director's leave is currently being handled by an independent study. No action at this time, continued.

Parking for the Derby Recreation Camp has met the criteria as agreed upon by the Attorneys. A cleaned up copy will be available by the next meeting. Either party can withdraw with 180 day notice (6months).

A committee was formed with Mr. Romano, Chrm. Pinto and Mrs. Monaco with regards to allowing Alcohol in the Community Rooms at all of the sites.

A Fleet Vehicle use Policy was placed into the record.

- Motion to accept the Fleet Vehicle Use Policy as presented.

Motion by JP Rizzitelli. Second by Mrs. Monaco. All in Favor. Motion Passes.

Mr. Romano handed all account balances and information as it pertained to the DHA. All Federal Money was in place to pay landlords (HUD). Account signers were not available to current Commission Members, it was noted that this would be addressed immediately so as to expedite the payment of all accounts. All will be in place by next meeting.

CD & State accounts purpose for a new building or improvements to current location approximately \$84,000.00 leftover.

Mrs. Monaco questioned if the percentage needed was in place and she was assured that yes it was however the exact was not available at this time.

Mrs. Romano was assured that this will be addressed and straightened out as soon as possible.

The question of air conditioners at each sites' community room was addressed. Chrm. Pinto, Mayor Staffieri, Mrs. Hughes and Mrs. Monaco all toured each site to determine the best solution. JP Rizzitelli suggested a dual unit one which supplies both heat in the winter and air conditioning in the summer. Mrs. Monaco made note that the Community Room at Styger Terrace is not used. It was noted that the Community Room at Cici Manor and Guardiano Terrace also contain the washer and dryer for the residents use.

Mr. Romano further asked about locked controls so as not to have the units running when not needed, Mrs. Monaco agreed. It was noted that currently in storage there are two (2) units not being unused. One (1) at Guardiano Terrace and one (1) at Cici Manor which might quite possibly be able to be used temporarily. Joe and JP will look into it.

Mrs. Monaco questioned placement of furniture at Cici Manor. It seems that the residents complained about not enough heat however, Mrs. Monaco stated that the furniture is placed directly in front of the heating units. No action taken, it will be looked into and discussed at a further date.

An ADA ramp at Styger Terrace to the Community Center Room was discussed. The problem being that there is a step going up into the CC Room with two (2) doors at the top making it almost impossible for the residents to manipulate. What the committee is looking for is one ramp to go across both doors at the same time when opened.

- Motion was made to inquire and get quotes for either permanent ramps or portable ramps to help with the current problem.

Motion by Mrs. Monaco. Second by JP Rizzitelli. All in Favor. Motion Passes.

- Motion to go into Executive Session at 7:26 PM.

Motion by JP Rizzitelli. Second by Mrs. Monaco. All in Favor. Motion Passes.

Chrm. Pinto announced Committee out of Executive Session at 8:08 PM.

During Executive Session personnel and maintenance issue were discussed. It was decided that the position of Acting Exec. Director be JoAnn Markos with the full authority so granted the Executive Director with the full consent of the DHA. The position will also compensate Ms. Markos with full back pay in the amount of \$23.00 per hour effective April 6, 2007. Ms. Markos will hold said position until the current conflict is resolved.

- Motion to the above mentioned act to take effect immediately.

Motion by JP Rizzitelli. Second by Mrs. Hughes. All in Favor. Motion Passes.

- Motion before the Committee to allow the position for a temporary replacement to help Ms. Markos to be filled within one week from tonight. If the powers that be fail to make the appropriate appointment the DHA decide the fate of the position with a salary of \$10.00 per hour.

Motion by JP Rizzitelli. Second by Mr. Romano. All in Favor. Motion Passes.

Without objection meeting adjourned at 8:10 PM by Chrm Pinto.

Respectfully submitted,

Laura A. Wabno
Recording Secretary