

Derby Housing Authority
Minutes October 1, 2008

The meeting of the Derby Housing Authority, **Wednesday October 1, 2008** called to order at 6:30 P.M.

Pledge of Allegiance.

Roll Call: Rosemary Hughes, JP Rizzitelli, Bill Cotter and Joseph Romano. Pauline Monaco excused absence. Also present: Steven Nakano, Executive Director - DHA.

Approval of Minutes:

- **Motion to approve the minutes of September 3, 2008.**

Motion by Mr. Cotter. **Second** by Mr. Rizzitelli. **All in Favor.** Motion Passes.

Additions, Deletions, Corrections to the Agenda

Mrs. Hughes had a deletion under New Business: Delete 9D.

- **Motion to delete under New Business item 9D.**

Motion by JP Rizzitelli. **Second** by Mr. Romano.

Question on the Motion by Mr. Cotter. Why? Mrs. Hughes stated that there was no new news.

All in Favor. Motion Passes.

Public Portion:

Marlo Tinari – Guardiano Terrace. Inquired about apartment painting. He stated that prior to the current board members the tenants with 5+ years would have priority when it came to painting their apartments at no cost to the tenant. He asked if this was still in effect.

Mr. Nakano stated that there is no current cycle of painting at this time due to other projects in the past several months and the issue of manpower at the present time. He also stated that if it would to restart the cycle would be done by complex with the oldest and so on.

The procedure would require the Resident Service Coordinator to make the determination and prioritize the list.

Mr. Romano recalled the issue, and due to other issues it got placed on the back burner. He did state that it may now be time to re-look at the cycle of painting and work with maintenance and get a clearer answer.

Carol Laydon – Guardiano Terrace. Asked if the elevator door, ADA accessibility was still being considered? Mrs. Hughes stated that yes however, it has moved down the list in priority.

Linda Swinski – Guardiano Terrace. Asked about the fire alarm system?

Mr. Nakano stated that he is still working on a system that would tie all the complexes into one system linked to just one call.

Public Portion Closed.

Director's Report:

Financial Report was placed in the permanent file. Mrs. Hughes questioned #4259 \$40.90 payment to Kevin Eldridge. Mr. Nakano stated that it was for work performed on a Saturday.

Stygar Terrace: No Vacancies.

Cicia Manor: No Vacancies.

Lakeview Terrace: Unit #4 ready for occupancy for October 1, 2008.

Miscellaneous:

Bill payment report was reviewed and submitted for the record.

Paid vouchers and bills were reviewed and submitted for the record.

Discussion of IP Audit for FYI 2008.

Discussion on management for potential elderly complex placed on hold, no funding.

Community Cares Week October 6 thru October 10, 2008.

Section 8 Program:

Landlord checks for the month of October, 2008 were processed and mailed accordingly.

Paid vouchers and bills were presented for payment.

Review of the previous months billings were presented.

PIC reporting currently at 102%. It was reported that there would not be any sanctions for the month of August. Mrs. Hughes asked if it was a bit lower due to in percentage of relocations. Mr. Nakano stated yes.

Reported that Edith Anderson completed her training program successfully.

The new computer software would be installed and training would begin October 6-10.

- **Motion to accept the Director's Report as presented.**

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

Old Business:

Mr. Romano asked about the Section 8 home ownership program? Mr. Nakano stated that any family currently in the Sec. * program if qualified and have met all the requirements can enter into the home ownership program.

They must be employed a minimum of 30 hours per week and the family must meet the 80% median income guidelines. They must also attend meetings as required and pass a credit background check. The classes will include education on home ownership.

During the week of computer training (10/6-10/10) the main office will be closed to allow all staff to train. In the event of an emergency the will be availability of staff and maintenance.

New Business:

IP Audit report discussed in Director's Report.

Community Care Week October 6, 2008 through October 10, 2008.

Ellen mailed out requests to businesses for help for all residents.

Griffin Hospital has been contacted to donate televisions for each of the Community Rooms at all three sites.

Bids for the new roof at Guardiano Terrace were opened and presented as follows;

Bob's Up and Over – 304 Boston Post Rd., Milford: \$48,000.00 does not include gutters.

\$60.00 replacement per sheet of plywood.

Shoreline Home Improvement – 176 Tyler St., East Haven: Demo - \$ 1,872.00
Roof - \$124,734.90

\$85.00 replacement per sheet of plywood.

DiGiorgi – 33 Lancaster Dr., Beacon Falls: Roof only - \$ 49,960.00
Outlets - \$ 3,500.00

\$50.00 replacement per sheet of plywood.

Michael Turner Enterprises, LLC – 362 Industrial Park Rd., Middletown: -
Roofing only - \$ 53,650.00
Gutters - \$ 7,650.00

\$75.00 replacement per sheet of plywood.

Pop Electrical Services – Rufus Street, Ansonia: - Lighting only - \$ 280.45.

No Action taken at this time:

- **Motion to go into Executive Session at 7:09 PM.**

Motion by JP Rizzitelli. **Second** by Joseph Romano. **All in favor.** Motion Passes.

Respectfully submitted,

Laura A. Wabno
Recording Secretary

These minutes are subject to approval of the DHA Commission at their next regularly scheduled meeting.