

Derby Housing Authority
MINUTES
December 2, 2009

The Monthly meeting of the Derby Housing Authority for Wednesday,
December 2, 2009 was called to order at 6:35 PM.

Pledge of Allegiance.

Roll Call: Rosemary Hughes, Pauline Monaco, Joseph Romano and Executive Director Steven Nakano. Excused absence JP Rizzitelli and Darrell Cotter.

Approval of the Minutes of November 4, 2009:

- **Motion to approve the Minutes of November 4, 2009.**

Motion by Joseph Romano. **Second** by Pauline Monaco.

Discussion on the Motion. Correction to page one, **change FS Program to FSS Program**. Correction on page one, under Public Portion **change ramp to parking lot**. Correction on page two, **change processes to processed**.

Motion with the above noted changes. **All in Favor**. Motion Passes.

Additions, Deletions, Corrections:

- **Motion to add to Executive Session, Section 8 Issues.**

Motion by Joseph Romano. **Second** by Pauline Monaco. **All in Favor**. Motion Passes.

Public Portion:

Marlo Tinari – Guardiano Terrace. Presented commission members with a recent article which appeared in the New Haven Register on 11/30/09, **Seymour seeks to Federalize Elder Housing Site**. He questioned if this authority was researching the matter.

Mr. Nakano stated that if this is of value to switch from State to Federal it might be worth it to do further research.

Second point was that a previous tenant who had requested the return of their parking sticker (ADA) for apartment #6. They have yet to receive their sticker.

Mrs. Monaco stated that they currently do not own a car.

Mr. Nakano stated that he will have Elaine look into the matter.

Joseph Romano stated that Public Portion is to hear the concerns and not to have conversations going back and forth.

Linda Swinski – Guardiano Terrace. Voiced her concern of a particular car parking near the garbage receptacle.

Mrs. Monaco stated that the ramp and the area are not properly marked off.

Mrs. Hughes stated that the matter will be researched further.

Walt Hayden – Guardiano Terrace. Commented on the beautiful job on the grounds at Guardiano Terrace.

Carol Hayden – Guardiano Terrace. Asked how the Commission can go up on the rents when there has not been an increase in Social Security benefits for two years.

Mr. Nakano stated that yes she has made a valid comment however; utilities and insurances have gone up. Furthermore last year there was no increase and this year the rents are being kept as low as possible.

With the article presented by Mr. Tarini this may be another avenue to look into since there is no more state funding.

Joan Gitting – Guardiano Terrace. Reiterated Mrs. Hayden's comments.

Mrs. Hughes commented that all that is remaining for the remainder of the fiscal year is \$3,900.00. And that would include anything that may arise for all three complexes. She reminded those in attendance that the DHA does the best that they can with the funds that are available.

Joseph Romano asked if all apartments are totally rehabbed after a tenant moves out.

Mr. Nakano stated that it would depend on how long the previous tenant resided in said apartment. An example that given was a tenant who recently vacated an apartment was there for over 25 years and yes that apartment was totally rehabbed. Other apartments are generally just repainted and cleaned. Depending on the condition and the length of time the previous tenant was a resident a decision is made as to just what has to be done before the apartment can be ready for occupancy.

Director's Report:

Stygar Terrace: NO VACANCIES.

Cicia Manor: Apartment #52 ready for occupancy December 1, 2009.

Lakeview Apartments: NO VACANCIES.

Bill payment report submitted for review.

Paid vouchers and bills submitted for review.

Mr. Nakano reported that the building structure is up and the contractor received permission from UI to move the street light on West Fourth Street.

Under the Section 8 Program landlord checks for the month of December 2009 were processed and mailed. Paid vouchers and bills were submitted for review along with the bill payment report.

PIC reporting currently is at 97.57%, there will not be any sanctions for November.

Mrs. Hughes questioned under Expenses by Vendor: Quill - \$204.42. Mr. Nakano stated that this is the only supplier that they can locate that has the specific folders needed for Section 8 files.

Her next question was, "Why is PIC down?" Mr. Nakano stated that people are moving out of the area once their one year obligation is completed under the Section 8 Program. Some are absorbed as vacant vouchers if they move to a city with this option.

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

Motion by Joseph Romano. **Second** by Pauline Monaco. **All in Favor.** Motion Passes.

Old Business:

Mrs. Hughes reported that the roof has been shingled. The bricks have been delivered along with the mortar and the windows.

Kevin from maintenance stated a mock up of the mortar is being prepared to match as close as possible to the existing buildings. Once completed work will begin. Kevin also stated that he has asked the contractor to construct a temporary parking lot. The contractor is waiting for the electrician for the flag pole. It was noted that within two weeks work on the parking lot should begin. Kevin has also asked the contractor to keep the area and work site clean and to have a dumpster on site.

Pauline gave praise to Kevin for his concerns regarding the DHA new building, all echoed in agreement.

- **Motion to go into Executive Session at 7:05 PM.**

Motion by Joseph Romano. **Second** by Pauline Monaco. **All in Favor.** Motion Passes.

- **Motion to come out of Executive Session at 7:50 PM.**

Motion by Joseph Romano. **Second** by Pauline Monaco. **All in Favor.** Motion Passes.

- **Motion for 270 Vouchers for Section 8.**

Motion by Joseph Romano. **Second** by Pauline Monaco. **All in Favor.** Motion Passes.

- **Motion to Adjourn at 7:56 PM.**

Motion by Pauline Hughes. **Second** by Joseph Romano. **All in Favor.** Motion Passes.

Respectfully submitted,

Laura A. Wabno
Recording Secretary