

Derby Housing Authority

Minutes August 4, 2010

The Monthly meeting of the Derby Housing Authority was called to order on August 4, 2010 at 6:34 p.m.

Pledge of Allegiance.

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

Approval of the minutes of July 7, 2010.

- **Motion to approve the minutes of July 7, 2010.**

Motion by JP Rizzitelli. **Second** by Pauline Monaco.

Discussion to corrections to the minutes as presented: first line change date of meeting from **January 6, 2010** to **July 7, 2010**; second correction last paragraph first line **add** the word **of** after One; Under Director's Report **change** the date under Cicia Manor #72 ready for vacancy to **August 1, 2010** and third paragraph from the bottom third paragraph **change** the word **made** to **implied**.

All in Favor. Motion Passes.

Additions, Deletions, or Corrections to the Agenda:

None.

Public Portion:

Loretta Powers – 54 Cicia Manor. Made note of the fact that this is the second meeting in which she has attended in regards to her apartment being painted She was givin a date of 7/19/10 and she waited all day and not as much as a telephone call to say that no one was coming and no response from either Kevin or Elaine with regards to her phone calls

Mr. Nakano made note that Kevin was supposed to contact Mrs. Powers and bring the painter by. Mrs. Powers again stated with much concern on her part that nothing has been none and no one has been in contact with her. JP requested that this be taken care and contact be made with the parties involved immediately.

Her next question was why a dishwasher in sitting in the middle of the room at Stygar Terrace not connected and if this was in the process and if so were there going to be dishwashers placed in the other community rooms at the other two sites.

Commission will check into this.

Next questions was regarding the new signs for Private Property etc.. Mr. Nakano stated that this was going to be done by Public works and he would look into it.

Director's Report:

Stygar Terrace: NO VACANCIES.

Cicia Manor: #24 being ready for occupancy September 1, 2010.

Lakeview Terrace: NO VACANCIES.

Bill payment report submitted for review by commission.

Paid vouchers and bills submitted for review.

Ceiling inspection at new Administrative Office Building completed, ceiling passed.

Currently awaiting CO (Certificate of Occupancy) for new Administrative Office Building.

Landlord checks for the month of August 2010 were processed and mailed.

PIC reporting currently at 100%. There will not be any sanctions for the month of July 2010.

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

Motion by JP Rizzitelli. **Second** by Pauline Monaco. **All in Favor**. Motion Passes.

Old Business:

Status of Administrative Office Building

JP asked if the concerns brought before the commission last month by Kevin have been met.

Mrs. Hughes assured the commission that all the concerns brought to their attention by Kevin will be if not already addressed.

Mrs. Hughes stated that they are waiting for Dave Kopjansky for the final CO and that railings that were previously approved now needed to be amended further.

Motion by JP Rizzitelli. **Second** by Darrell Cotter. **All in Favor**. Motion Passes.

New Business:

Resolution for DHA admission and continued occupancy plan.

On the continued occupancy plan Mrs. Hughes stated that Parts 8 and 9 are totally new to the former policy currently in place. Also note was made that on page 16 they added section 3D and 3E. The complete Occupancy Plan with the changes will remain on file at the Derby Housing Authority Office.

The following **Resolution 2010-8** was read into the minutes by Rosemary Hughes, Chairperson:

RESOLUTION 2010-8

WHEREAS, the Housing Authority of the City of Derby operates a State Elderly Housing Program which is required to have a State admissions and continued occupancy policy for the running of the program.

WHEREAS, the State admissions and continued occupancy policy assists in the accuracy and consistency of program regulations for the State Elderly Housing Program in conjunction with DECD/CHFA, Department of Economic and Community Development/Connecticut Housing Finance Authority.

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Housing Authority of the City of Derby in conjunction with applicable DECD/CHFA regulations, authorize the Housing Authority of the City of Derby to approve the updated version of the State admissions and continued occupancy policy.

Certified as a true copy of a resolution duly adopted by the Board of Commissioners of the Housing Authority of the City of Derby at a meeting on August 4, 2010 which has not been rescinded or modified in any way.

Date August 4, 2010

Rosemary Hughes, Chairperson

- Motion to adopt the Resolution as read by Mrs. Hughes.

Motion by JP Rizzitelli. **Second** by Pauline Monaco. **All in Favor.** Motion Passes.

- Motion to adjourn at 6:50 PM.

Motion by JP Rizzitelli. **Second** by Pauline Monaco. **All in Favor.** Motion Passes.

Respectfully submitted,

Laura A. Wabno
Recording Secretary