

Derby Housing Authority
Meeting
Minutes June 2, 2010

The meeting of the Derby Housing Authority, **Wednesday June 2, 2010** was called to order at 6:34 P.M.

Pledge of Allegiance - all rose and pledged allegiance.

Roll Call: Steven Nakano, Rosemary Hughes, Pauline Monaco, Joseph Romano and J.P. Rizzitelli.

Absent: Darrell Cotter

Approval of Minutes:

- **Motion to approve the minutes of May 5, 2010.**

Motion by Mr. Romano. **Second** by Ms. Monaco. Discussion on the motion.....

Corrections to minutes:

Corrections to be made are found on page two;

The paragraph starting with "Several questions were brought".....change "charges" to **charged**.

The next paragraph, second sentence...."Both Darrell and Jose" change "Jose" to **Joe**, also in that sentence....."contract and just was covered" change to "contract and just **what** was covered"

Finally, two paragraphs down from that one, second sentence....."Steve stated that the Mayors' name" change to "Steve stated that the **Mayor's** name".

All in favor of the minutes, with the corrections, **motion stands**.

Additions, Deletions, Corrections

There are no changes.

Public Portion:

Dan Waleski - 21 Elm Street. Mr. Waleski suggested the "clerk's" name be added to the agenda as other boards and committees agenda's are.

Also, Mr. Waleski is wondering when the move to the new building will be scheduled. Ms. Hughes stated that would be covered under old business.

Public Portion closed.

Director's Report:

Mr. Nakano presented the authority with his monthly Director & Financial Report for May 2010.

State Elderly Sites:

Stygar Terrace: no vacancies

Cicia Manor: Apt #72 ready for occupancy June 1, 2010
Apt #12 ready for occupancy June 15, 2010

Lakeview Apartments: no vacancies

Miscellaneous:

Bill payment, paid vouchers and bills submitted for review.

The parking lot has been installed at the new office building and the widening of West Fourth Street has been completed.

Section 8 Program

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

Paid vouchers and bills for review.

Bill payment report.

PIC reporting currently at 99%. There won't be any sanctions for May 2010.

· **Motion to accept the Report as presented;**

Motion by Mr. Rizzitelli. **Second** by Mr. Romano, discussion....

There was a question on payment to Dorothy ? - she is a hearing officer who held hearings for two people. It is an outside person hired by the Authority. One person is off the program and one was reinstated.

There was also a question of bills for Calvert and the need for extra keys. There was one key for a unit being rehabbed; there were two new entry locks, and one additional key for the Stygar laundry room which is now part of the community room.

All in favor of the Director's Report, **motion stands.**

Old Business:

Status of Electrical expenditure for Guardiano Place.

Mr. Nakano stated there was more than one item.

One item was the mixing valve at unit 16 at Cicia Manor, and another item was for \$536.00 and \$500.00 for materials at Guardiano for a replacement of a new water heater.

29 Stygar Terrace had a problem with the toilet and a sink. There were several repairs done, the high expense was due to labor at \$720.00 and material at \$42.00.

New Business:

Status of Administrative Office Building.

The easement was approved by the Board of Aldermen, which was the last item of requirements required by Planning and Zoning to get the C/O.

The building still needs the fire alarm system, an electronic plan had to be submitted to the fire marshal.

The contractor has to do the final touch ups. The projected goal date is July 1st.

CHFA approval of management plan.

This was approved.

HUD approval of 5 year PHA/Agency Plan.

This was also approved.

Hartford is very pleased with this agency, because everything was approved.

Executive Session and Action as Required

There is no need for executive session.

Adjournment

· **Motion to adjourn at 6:45 P.M.**

Motion by Mr. Rizzitelli. **Second** by Ms. Monaco.

Respectfully Submitted,

Denise Cesaroni

Recording Secretary

******These minutes are subject to approval by the Derby Housing Authority at their next regular meeting.**