

The monthly meeting of the Derby Housing Authority was called to order at 6:35 PM on April 6, 2011.

Pledge of Allegiance.

Roll Call: Rosemary Hughes, Pauline Monaco, Joseph Romano and Quentin Garatoni. Also present was Steven Nakano, Executive Director. Absent Darrell Cotter.

Approval of the minutes of January 19, 2011.

- **Motion to approve the minutes of January 19, 2011.**

Motion by Joe Romano. **Second** by Quentin Garatoni.

Corrections to the minutes as noted by Mrs. Hughes: **Page #1** - spelling of Quentin Garatoni in two places. **Page #2** - change in the monthly meeting day to Wednesday not Monday as indicated. **Page #3** - Resolution 2011-1 (b) from Approved to Tabled. **Page #5** - Resolution 2001 -1 (a) added to the minutes (See attachment) as: Motion to approve RESOLUTION 2001-1 (a) as presented. **Motion** by Joseph Romano. **Second** by Pauline Monaco. **All in Favor**. Motion Passes.

All in Favor with the corrections as noted. **Motion Passes**.

Additions, Deletions, and Corrections:

- **Motion to add to the current agenda: January and February Financial Reports.**

Motion by Pauline Monaco. **Second** by Quentin Garatoni. **All in Favor**. Motion passes.

Public Portion:

Joan Gittings – Gaurdiano Terr. Ms. Gittings stated that she wrote an e-mail regarding parking situation at Guardiano Terr. And never received a response. She stated that tenant in #79 is not abiding by the current law with regards to parking in assigned parking spots and made note of residents trading parking spaces. She further stated that #1 & #19 by the dumpster should be for visitors and that aides should park on the hill were designated.

Multiple conversations continued amongst tenants with regards to parking issues.

Carol Hayton – Guardiano Terr. Made note that when visitors come into Guardiano Terrace they are parking in the residents parking spaces. She further stated that they have been instructed where to park but disregard the directions.

Steve asked when a violation is seen to please take down the license plate number and call the office.

Joseph Romano that they will re-look at the current parking system to correspond with apartments. Comment was made from the audience that the old parking system worked out well for over 12 years before the current changes were made.

- **Motion to form a committee regarding the parking at Guardiano Terrace with Joe Romano and Pauline Monaco volunteering to serve on said committee.**

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

Joan Gittings – Guardiano Terr. Ms. Gittings asked about the recent request for Sewage Usage Fees? She has with her a petition to be presented at the public hearing tomorrow night.

W. Hayden – Guardiano Terr. Stated that the double doors nearest the dumpster were recently fixed and that the refuse company is continually damaging the gates around the dumpster.

Steve stated that he will contact City Carting.

Joan Gittings – Guardiano Terr. Made note that someone is feeding the geese and this is causing the droppings in becoming a nuisance and a health hazard. She suggested that “No Feeding the Animals/Birds” signs with a fine be posted.

Mrs. Monaco made note that there is mention of note feeding the bird and animals in every ones lease.

Frank Meaney – Guardiano Terr. Asked when the new air conditioning and heating system will be installed.

Steve made note that he has still been given not date of installation.

Linda Swinski – Guardiano Terr. Thanked Joe and Steve for finally having her shower head repaired.

Joe reminded the tenants present to tell others to always place all of their concerns or damage reports in writing with regards to their apartments and hand them into the DHA Office so that they can be addressed in a timely manner.

Directors Report:

Stygar Terrace: Apt. #18 ready for occupancy May 1, 2011.
Apt. #32 ready for occupancy May 1, 2011.

Cicia Manor: Apt #8 ready for occupancy May 1, 2011,
Apt. #87 ready for occupancy May 1, 2011.

Lakeview Apartment: NO VACANCIES.

Bill payment report submitted for review.

Paid vouchers and bills submitted for review.

Steve reported that a letter was received from the City of Derby WPCA with a possible sewer usage fee to be imposed on the DHA and its residents. He will give an update next month after the Public Hearing.

Mrs. Hughes made note that the DHA currently is under a PILOT program with the City of Derby (Payment In Lieu Of Taxes) which states that 10% of the total amount of rent collected from the tenants is paid to the city instead of WPCA fees.

Mrs. Hughes made note that the current contract was signed on 11/5/62 and that they are currently conferring with the DHA attorney.

Steve made note that they received a letter from CHFA with regards to the DHA Management Plan.

Section 8 Program:

Landlord checks for the month of April, 2011 were processed and mailed out.

PIC reporting currently at 99% there will not be any sanctions for March 2011.

Mrs. Hughes asked on page #5 if the payment was for a new insurance company. Steve stated that no, it was not. Next question was on page #6: Elaine Marcucio payment for cleaning, community rooms, bathrooms, stairways and stairways Guardiano Terrace. Why wasn't the work performed by Steve from maintenance? Steve Nakano made note that yes it should have been done by maintenance but it was work that had been neglected for awhile and it was paid ½ under section 8 and ½ under elderly. Page #6: US Post Office rental fee. This is for all mail for Section 8 and elderly.

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

Motion by Pauline Monaco. **Second** by Quentin Garatoni. **All in Favor**. Motion Passes.

Old Business:

Joe would like to table item #8 – Approval of DHA Board of Commissioners Officers for 2011 until there is a full board present.

- **Motion to table Item #8.**

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

New Business:

The concern with the WPCA fees was just previously discussed with the noted pending action of the DHA Commission under the Director's Report.

Letter from CHFA for DHA Management Plan indicated that the Federal government may decrease by 30% the amount of money that is placed into the DHA budget. They asked that the DHA keep CHFA informed of any significant changes such as capital improvements, out of the ordinary legal expenses, changing in staffing, etc..

- **Motion to go into Executive Session at 7:17 PM.**

Motion by Pauline Monaco. **Second** by Quentin Garatoni. **All in Favor.** Motion Passes.

- **Motion to come out of Executive Session at 8:05 PM.**

Motion by Rosemary Hughes. **Second** by Joseph Romano. **All in Favor.** Motion passes.

- **Motion to continuing DHA restructuring of Maintenance Department.**

Motion by Quentin Garatoni. **Second** by Joseph Romano. **All in Favor.** Motion Passes.

- **Motion to table Possible Land Acquisition.**

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

- **Motion to Adjourn at 8:06 PM.**

Motion by Joseph Romano. **Second** by Quentin Garatoni. **All in Favor.** Motion Passes.

Respectfully submitted,

Laura A. Wabno
Recording Secretary

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