

The meeting of the Derby Housing Authority was called to order at 6:30 PM by Joseph Romano, Chairperson on January 8, 2014.

Pledge of Allegiance.

Roll Call: Joseph Romano, Quentin Garatoni, Robert Muoio and Stanley Muzyk. Also present Steven Nakano, Executive Director. Excused absence Pauline Monaco.

Approval of the minutes of November 6, 2013. (No meeting December 2013 – Lack of Quorum).

- **Motion to approve the minutes of November 6, 2013.**

Motion by Stan Muzyk. **Second** by Robert Muoio. **All in Favor.** Motion passes.

Additions, Deletions or Corrections:

- **Motion to add a Congradulatory letter to Mayor-Elect Duggato and her staff on the recent Election of 2013.**
- **Motion to add the above as item #9c to the agenda under New Business.**

Motion by Joe Romano. **Second** by Stan Muzyk. **All in Favor.** Motion Passes.

Public Portion:

No one from the public wished to speak.

Director's Report:	November 2013**
Stygar Terrace:	NO VACANCIES
Cicia Manor:	NO VACANCIES
Lakeview Terrace:	NO VACANCIES

Miscellaneous:

Bill report placed on file.

Paid vouchers and bills placed on file for review.

Section 8 Program:

Landlord checks for the month of December 2013 were processed and mailed out.

Paid vouchers and bills have been submitted for review.

PIC reporting currently at 100% there will not be any sanctions.

****This report was presented due to the Lack of Quorum for the November 2013 meeting.**

Director's Report: December 2013

Stygar Terrace: Apt. #15 ready for occupancy February 2014.
Apt. #24 ready for occupancy January 2014.

Cicia Manor: Apt. #36 ready for occupancy January 2014.

Lakeview Terrace: NO VACANCIES

Miscellaneous:

Bill report placed on file.

Paid vouchers and bills placed on file for review.

Section 8 Program:

Landlord checks for the month of January 2014 were processed and mailed out.

Paid vouchers and bills have been submitted for review.

PIC reporting currently at 99%.

- **Motion to approve the Director's Report for December 2013 as presented by Steven Nakano, Executive Director.**

Motion by Stan Muzyk. **Second** Quentin Garatoni. **All in Favor.** Motion Passes.

Old Business:

No old business.

Robert asked what is the status of the Anson Street property (Palmer Building)? Steve stated that there are currently two apartments being occupied. One of the tenants is currently in the process of obtaining an apartment in Ansonia. The other tenant is a squatter and there has been a problem in getting them out. This may require legal action and the authority is pursuing all options. Rob asked if fencing can be placed around the building once all of the tenants have been removed to secure the building to avoid other squatters from moving in. Steve and Joe said that yes that would be possible once all of the current tenants have left.

Rob's next question was in regards to updating the current leases to include hoarding and the smoking issues that have come to light more and more lately and with a previous resident who once the place was vacated the walls were covered with a smoke build-up. This unit needed extensive work prior to a new tenant moving in at a substantial cost.

Steve stated that this could be addressed but not until the new budget is approved by the State of Connecticut. At that time both issues can be addressed and added by the commission.

Joe added that there needs to put in place a policy for when maintenance services and/or repairs are required in the units. The repair costs are all over the place especially when the repair can be readily done at a much lower cost in house.

Conversations continued amongst the commission members regarding updating the current lease for the following fiscal year. No action at this time Steve will look into the matter further.

No action required at this time. Joe and Steve said that he will keep the commission updated as the process continues with regards to the Palmer Building and the updating of leases.

New Business:

Election of new Commissioners and Officers for 2014.

- **Motion to approve the slate as presented:**

Joseph Romano, Chairman
Quentin Garatoni, Vice Chairman
Robert Muoio, Secretary
Pauline Monaco, Treasurer
Stanley Muzyk

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

Dates for the Derby Housing Authority Board of Commissioners Meetings for 2014:

The following dates are for the monthly board meetings of the **Derby Housing Authority for 2014.** The board of commissioners meet the **first (1st) Wednesday** of each month at **6:30 PM** in the **DHA Administrative Office** located at **101 West Fourth Street.**

January 8, 2014
February 5, 2014
March 5, 2014
April 2, 2014
May 7, 2014
June 4, 2014
July 2, 2014
August 6, 2014

October 1, 2014
November 5, 2014
December 3, 2014
January 7, 2015

September 3, 2014

- **Motion to approve the DHA schedule for 2014.**

Motion by Stan Muzyk. **Second** by Rob Muoio. **All in Favor.** Motion Passes.

- **Motion to have the Derby Housing Authority send a Congradulatory letter to Mayor-Elect Dugatto and her administration on the recent election of November 2013.**

Motion by Joe Romano. **Second** by Rob Muoio. **All in Favor.** Motion Passes.

Executive Session:

No business no action.

Rob asked again about the status of replacing the lighting around the different housing sites with the program previously discussed that was being offered in conjunction with UI.

Joe and Steve both stated that they have not received a response to date but, will look into it again and hopefully have the information for the next meeting.

- **Motion to Adjourn at 7:00 PM.**

Motion by Stan Muzyk. **Second** by Robert Muoio. **All in Favor.** Motion Passes.

Respectfully submitted,

Laura A. Wabno

Recording Secretary

**These minutes are subject to the approval of the Derby Housing Authority Commission at their next scheduled meeting.*