

Derby Housing Authority monthly meeting called to order at August 6, 2008 at 6:32 pm.

Pledge of Allegiance.

Roll Call:

Steven Nakano, Rosemary Hughes, Pauline Monaco, Joseph Romano and William Cotter. JP Rizzitelli arrived at 6:35 pm.

Approval of the minutes of July 14, 2008.

- **Motion to approve the Minutes of July 14, 2008.**

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

ADDITIONS, DELETIONS AND CORRECTIONS:

Addition: 9 C. – Medical Insurance for DHA employees,

- **Motion to add Medical Insurance for DHA employees to the Agenda.**

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

PUBLIC PORTION:

Joan Gittings – Guardiano Terrace. Ms. Gittings expressed the concerns of the residents that they are unable to enjoy the outdoor areas especially sitting on the porches due to an over abundance of bugs infestations.

Mrs. Monaco asked if an exterminator was sent out to all three sites. Mr. Nakano stated that yes there was. He was asked if they were sent out after the recent grass cutting He answered no.

Mr. Nakano stated that he would discuss the situation with the bug man.

Carol Hayton – Guardiano Terrace. Spoke of her and the other residents concerns with the up and coming changes due February 2009 with the television cable system.

Mr. Nakano stated that he spoke with the representative from Comcast and that they are currently working on the situation for all three sites. Some of the residents voiced their concerns that they will no longer have access to the basic channels.

Mr. Nakano stated that residents could currently go to the Comcast office and pick up the converter boxes at no cost and install them themselves. If Comcast has to deliver the converter box there would be a \$16.95 charge.

Right now the first year there would be no charge. The second year there would be a charge of \$3.95 per month to be billed to the tenant directly and individually. There was a question as to how many televisions would be a charge of \$3.95 per box.

Mr. Nakano did not have the answer and would get back to the residents as soon as he has spoken with the Comcast representatives. He did mention to residents to clarify that they do not have HD televisions that they only need a converter box for a digital television.

Linda Swinski – Guardiano Terrace. Stated that she is the only resident with a motorized electric chair and that she has difficulty getting into her apartment with the storm door closing to quickly before she can manage to get the inner door open. She also stated that the apron into her apartment at the door has a lip to it and this too is causing difficulty.

Mr. Nakano stated that he would talk to maintenance and look further into the situation.

Carol Hayton asked another question on behalf of the residents of the second floor of Guardiano Terrace. She asked if the building would be power washed this year?

Mrs. Monaco stated that it was done twice in the last 14 years and was extremely costly. Conversations continued amongst the DHA and the residents and it was determined it was expensive. The Authority would check into it further.

Public portion closed.

DIRECTOR'S REPORT:

State Elderly Units:

Stygar Terrace: Unit #31 under process for occupancy.
Unit #14 under process for occupancy.

Cicia Manor No Vacancies.

Lakeview Terrace Unit #20 lease up August 1, 2008.

Miscellaneous:

Bill payment report, paid vouchers/bills presented for review and placed on the record.

No action for new ramp, roof and automatic doors at this time at Guardiano Terrace.

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

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

Mrs. Hughes questioned, Lewis Associates – this was explained expenses incurred with the new DHA office building project. Second question State of CT. Treasurer, this to cover the expense for COMMERCIAL HOUSING INSURANCE for the three properties.

All in Favor. Motion Passes.

- **Motion to table the RESOLUTION 2008-7 (a).**

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

SECTION 8 PROGRAM:

Landlord checks for the month of June 2008 have been processed and mailed.

PIC reporting currently at 105%. There would not be any sanctions for the month of June.

SEMAP (Section Eight Management Assessment Program) score for 2008 designates the Derby Housing Authority as a “HIGH” Performer.

Mr. Nakano stated that this was the first time Derby ever received this honor. This being accomplished the funding will stay in tact and will have no sanctions.

This was accomplished by sending all information to HUD that is compiled monthly and sent in on time meeting all deadlines and for monthly recertification.

Housing Quality Standard inspections submitted to also on time. Mr. Nakano again made mention that this is a first for the Derby Housing Authority. This was meant with a round of applause.

Mrs. Hughes stated that Mr. Nakano was able to acquire an additional grant to secure the continued position of the Resident Service Coordinator. That being stated the following Resolution was read into the record:

Certified as a true copy of a resolution duly adopted by The Board of Commissioners of the Derby Housing Authority at a meeting on August 6, 2008, which has not been rescinded or modified in any way.

WHEREAS, it is desirable that the Derby Housing Authority enters into an agreement with the State of Connecticut, to receive a grant in the amount of \$24,994.00 to secure a Resident Service Coordinator.

1. It is cognizant of the conditions and prerequisites for the State Assistance imposed by the Connecticut General Statues.
2. The Executive Director is hereby authorized to submit any information or execute any documents and contracts required by the State of Connecticut, Department of

Economic and Community Development, including an Assistance Agreement, and to execute any amendments or revisions thereto.

3. The Executive Director is further authorized to execute other documents, contracts and agreements, which may be required under the Assistance Agreement for the Resident Services Coordinator and to execute any amendments or revisions thereto.
4. All previous actions of the Executive Director with respect to the Program are hereby ratified and affirmed.

- **Motion to approve the Resolution as read.**

Motion by JP Rizzitelli. **Second** by Joe Romano. **All in Favor.** Motion Passes.

Mrs. Hughes explained that the City of Derby offers to all employees a new insurance program where by the employee is given \$1500.00 (\$3000.00 for a family) balance to be in place towards all deductibles. Once the deductible has been reached all expenses are covered 100%.

Mr. Rizzitelli stated that **HSA** programs have proven to be very beneficial to all concerned.

This insurance is being offered to a total of five employees of the DHA, all singles at a cost of \$1500.00 each.

- **Motion to allow DHA employees (5 currently) to go with the new insurance at a cost of \$1500.00 per person and the funds to be in place by the DHA.**

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

- **Motion to go into Executive Session at 7:10 pm to discuss personnel matters.**

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

- **Motion to adjourn the meeting at 8:05 pm.**

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

Respectfully submitted,

Laura A. Wabno
Recording Secretary

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