The meeting of the **Derby Housing Authority** was called to order at **6:30 PM** by Joseph Romano, Chairman on **Wednesday September 3, 2014.**

Pledge of Allegiance.

Roll Call: Joseph Romano - Chairman, Pauline Monaco, Stanley Muzyk, Quentin Garatoni, Robert Muoio and Steven Nakano, Executive Director.

Approval of the minutes of August 6, 2014.

• Motion to approve the minutes of August 6, 2014.

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

Additions, Deletions or Corrections:

• Motion to add discussion on potential Solarization (Solar Energy) Program being offered as an additional/alternative energy source.

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

• Motion to add Personnel Issues under Executive Session.

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

Public Portion:

Walt Lungarini – 9 Stygar Terrace. Mr. Lungarini stated that he was present to voice the concerns of several of the residents of Stygar Terr. First there have been complaints of soliciting (money/cigarettes) and the unauthorized use of the Community Room. He went on to state that he was informed that different residents have complained that money and jewelry is missing. Rob Muoio asked if there was a police report filed. Mr. Lungarini stated that to the best of his knowledge no report has been made. But he thought that a report was made after the fact. Joe Romano stated that now that the DHA has been made aware they will look into it further.

With regards to the Community Room there is a policy in place at each of the sites and it is clearly written in the leasing agreement that all residents must sign. The Community Room must be booked through the DHA office with a \$50 returnable deposit in place.

Sue Pease – 3 Stygar Terrace. Stated that with regards to the Community Room that she was unaware of the policy previously stated and had relayed the wrong information to those involved with the recent party at the Community Room.

She apologized to the commission members. She was under the impression that this was for outside use not for use by the residents.

Mrs. Monaco stated that this happens at all of the sites and the rules and regulations must be made clearer to all of the residents.

Commission members all agreed to send out a reminder to the residents of the various rules regarding the use of the Community Rooms as all sites.

Mr. Lungarini asked who do the residents report their injuries regarding the various sites. Joe stated that each site has a Resident Advisor. Currently there is no one representing the residents of Stygar Terrace. Mr. Lungarini stated that he would be willing to be the Resident Advisor for the residents of Stygar Terrace. Mr. Romano stated that he will get back to Mr. Lungarini to discuss the matter further.

Anne Correia – 28 Stygar Terrace. Ms. Correia stated that she moved into Stygar Terr. back in June of 2014. She was not aware that charcoal or gas grills were not allowed. Mr. Nakano stated that it is stated in the lease signed by all residents under item #17 Occupancy Use.

She continued to state that the DPD notified other residents of her past and now other residents have made aware of her past which she has turned around and feels that this was an invasion of her privacy.

She also stated that she has received notices from the DHA regarding the issues including smoking in her unit which she says is not happening. When she does smoke it is only outside. In her opinion she should have been contacted via phone first and foremost before these letters starting coming.

Catherine Jordan – No address given. Ms. Jordan stated that she is a friend of Ms. Correia and she claims that Ms. Correia only smokes outside on the step of her unit. She is also questioning why Ms. Correia does not receive a phone call prior to the letters from the DHA.

Mr. Romano and Mr. Nakano stated that a telephone call is considered hearsay and a letter proof of the complaint and the follow-up with a paper trail.

Shawna Sorbo – 16 Stygar Terrace. Voiced the same concerns of Ms. Correia and felt that they were being singled out. She stated that she has asked for cigarettes from the residents but did not realize she was breaking any rules. And she denies any report of soliciting from the residents.

Mr. Romano stated that he will revisit all of the issues and complaints tonight and will take the appropriate action and also review the leasing contracts. He agreed that there may need to be more clarification on some issues.

Linda Swinski – 15 Guardiano Terrace. Ms. Swinski brought up the cracks throughout the parking lot and also at the bottom of the entrance. Mr. Nakano stated that McManus Construction has been hired to take care of the problems. They were waiting for the end of the Derby Rec program before starting the job so that all of the work can be completed at the same time. It was also noted that the problems at Cicia Manor and Stygar Terrace will also be taken care of.

Director's Report:	August 2014
Stygar Terrace:	Unit #2 Ready for occupancy 10/01/2014.
Cicia Manor:	Unit #8 Ready for occupancy 10/01/2014.
Lakeview Terrace:	Unit # 5 Ready for occupancy 10/01/2014.
Miscellaneous:	
Bill report placed on file.	
Paid vouchers and bills placed on file for review.	

Section 8 Program:

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

Paid vouchers and bills have been submitted for review.

PIC reporting currently at 98% there will not be any sanctions.

Bob Muoio inquired about the WPCA payment (sewer usage fees) made to the City of Derby. Mr. Nakano stated that yes the bill was paid but then was returned to the DHA under PILOT Program agreement and 501 C3 standing for the DHA.

There was also a question with regards to the charges and the increase in removal of raccoons, etc. Mr. Nakano stated that one problem was that they did have a resident who was releasing the raccoons once they were captured. There is the continuing problem of residents feeding the animals and hopefully this has stopped with the notice posted to the residents.

Mr. Nakano stated that they are reviewing the current vendor and the billing practices.

• Motion to approve the Director's Report for August, 2014 as presented by Steven Nakano, Executive Director.

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

OLD BUSINESS: Update on the Barron Block

Joe reported that they are still in conversations with regards to the parking issues surrounding the Barron Block project. The City of Derby is stating that they must get a value on the properties in question before they can make any decisions. It was noted that the DHA must resolve and secure the parking issue before they can move forward. So until the DHA hears fro the City of Derby all applications are on hold due to the parking issue.

Rob asked about the issue with the dumpster? Mr. Nakano stated that it has been resolved and the dumpster has been removed.

The issue of the fencing was discussed. It was suggested that the DHA look into a possible permanent fence. This would also resolve a security issue once the building is ready for occupancy. The DHA will look further into the costs and report back.

No action required.

New Business:

Joe reported that recently the City of Derby has signed to have installed a solar energy system at the City of Derby landfill off of Marshall Lane. The DHA will be looking into the issue and just what effect and the benefits to the three sites and the DHA office. Once the DHA has further information they will bring it to the commission.

No action required.

Executive Session:

• Motion to go into Executive Session to discuss personnel issues with no action to be taken at this meeting.

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

Adjournment:

• Motion to Adjourn at 7:35 PM.

Motion by Stan Muzyk. Second by Rob Muoio. All in Favor. Motion passes.

Respectfully submitted,

Laura A. Wabno

Recording Secretary

• All minutes and reports submitted monthly are on file at the DHA Office.

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