

MINUTES

The Monthly meeting of the **Derby Housing Authority** is scheduled for **Wednesday, August 7, 2013 @ 6:30 p.m.** The meeting will be held at The Administrative Office 101 West Fourth Street, Derby, CT 06418

CALL TO ORDER:

Meeting called to order at 6:30 PM by Joe Romano, Chairman.

PLEDGE OF ALLEGIANCE.

ROLL CALL: Joe Romano, Quentin Garatoni, Pauline Monaco, Stan Muzyk, Robert Muoio and Steve Nakano, Director.

APPROVAL OF MINUTES – June 5, 2013:

- **Motion to approve the Minutes of June 5, 2013.**

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

ADDITIONS, DELETIONS, CORRECTIONS:

None.

PUBLIC PORTION:

Carol Hayton – 23 Guardiano Terrace questioned the parking requirements for residents of Guardiano Terrace. She stated that there clearly is marked Visitor Parking and Handicap Parking however, a resident continually disregards the signs and does not park in her designated space. At times she and her visitors will take up the VISTOR'S Parking for hours on end. She has had several notices placed on her door by the DHA and has been seen tearing them up and throwing them away.

Charlie Weber – 30 Guardiano Terrace spoke with regards to the same tenant. He stated that his daughter will visit who has 5 young children one only an infant and has to park far away from his apartment due to the tenant in question taking up the VISTOR Parking Only space.

Joan Gittings – 2 Guardiano Terrace reiterated the same comments.

Linda Swinski – 15 Guardiano Terrace agreed with all of the past comments.

Carmen (inaudible) Guardiano Terrace showed a copy of a letter given to the residents when they were assigned numbers listing the rules and regulations. He is questioning why this particular tenant has not been dealt with by the DHA Commissioners.

Joe (inaudible) 7 Guardiano Terrace stated that he was told that she moved do to the sap of a tree where she was assigned to park and was given permission by the DHA Commission.

Joe Romano, Chairman did state that she was given temporary permission from him.

Steve Nakano, Director stated that notice did go out that the residents would be assigned parking spaces and or in some cases be relocated from the current parking space.

Conversations continued amongst the public and the commission members.

Walter (inaudible) Gaurdaino Terrace just wanted to know if this is being dealt with and if the tree in question has been or will be cut down. The response from the other residents and the DHA was yes, **Steve Nakano, Director** indicated that this came into question at a recent meeting with the residents and Mayor Staffieri when he asked if the residents had any areas of concern that he might be able to help resolve. Through this the concerns with regards to the parking situation come to light. The process that followed was the assigned parking as it now stands today.

Marlo (inaudible) Guardiano Terrace stated that this is an ongoing problem. Tenants and neighbors move in and move out just when others have settled in or have been there a long time and try and change things. There is not much that can be done unless we all work together.

He apologized to the commission and the residents if they were recently offended by the smell which came from a small grill he and some of his fellow residents were using one night to get together and have a small cookout. Evidently the smell from the grill angered some of the residents and he was told that it was a violation of the DHA leasing agreement. He questioned this and Steve Nakano stated that the DHA did have a barbeque picnic for the residents at one time but were advised by the insurance company that this is in violation of the policy and this is why they were not done again. Marlo apologized again and stated that it would not occur again.

Walter (inaudible) Stygar Terrace had a question with regards to the bathroom in his apartment on Stygar Terrace.

Joe Romano stated that the issue will be brought up under Miscellaneous Item #3.

The final overall response from the members in the audience from Guardiano Terrace was what the DHA and the DHA Commissioners were going to with regards to the situation of parking at Guardiano Terrace? Steve and Joe both stated that they will look it to it and have a resolution soon.

DIRECTOR'S REPORT:

Director's Report: Month of July 2013

State Elderly Sites:

Stygar Terrace NO VACANCIES.

Cicia Manor Apt. #74 ready for occupancy: September 1, 2013

Lakeview Apartments NO VACANCIES.

Bill payment report was submitted for review and placed on file.

Paid vouchers and bills were submitted for review and placed on file.

Section 8 Program:

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

Paid vouchers and bills were submitted for review.

Bill payment report placed on file.

PIC reporting currently at 99%. There will not be any sanctions for July 2013.

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

Motion by Stan Muzyk. **Second** by Pauline Monaco. **All in Favor.** Motion Passes.

OLD BUSINESS:

Remodeling for ADA compliance, three (3) bathrooms at Stygar Terrace.

Joe reported that the final plans have been submitted to the City of Derby building official and have been approved. The first set of bids that went out were extremely high that is why it has taken so long. Joe assured the resident present tonight Walter from Stygar Terrace that the DHA is preceding and he should have the results he has been waiting for soon.

No action required by this commission.

NEW BUSINESS:

Resolutions for HCV voucher issuance for DHA Owned Housing.

The following Resolution 2013-8 was into the record by Joe Romano, Chairman.

RESOLUTION 2013-8

WHEREAS, that the Housing Authority of the City of Derby has in its Housing choice Voucher (HCV)/ Section 8 Administrative Plan the Leasing in Place provision in the plan's admission policies. And in its policies regarding Derby Housing Authority Owned Housing for future building acquisitions housing current HCV voucher holders.

WHEREAS, it is desirable to incorporate through the HCV/Section 8 Administrative Plan policies to have HCV vouchers available for issuance to existing families that meet all HCV guidelines in conjunction with the Leasing in Place provision of the Administrative Plan's Admission Policies.

NO THEREFORE, BE IT RESOLVED, that the Board of commissioners of the Housing Authority of the City of Derby in conjunction with applicable policies and regulations, authorize the Housing Authority of the City of Derby to approve the incorporation through the Leasing in Place provision and through applicable regulations and guidelines as set forth by the U.S, Department of Housing & urban Development to issue HCV vouchers for tenants of Derby Housing Authority Owned Property.

Certified a true copy of a resolution duly **adopted** by the **Board of Commissioners of the Housing Authority of the City of Derby** at a meeting on **August 7, 2013** which has not been rescinded or modified in any way.

August 7, 2013

Joseph R. Romano, Chairman

- **Motion to approve RESOLUTION 2013-8 as presented and read into the record.**

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

Joe no further business.

- **Motion to adjourn at 7:20 PM.**

Motion by Pauline Monaco. **Second** by Stan Muzyk. **All in Favor.** Motion Passes.

Respectfully submitted,

Laura A. Wabno

Recording Secretary

***These minutes must be approved by the DHA at their next scheduled meeting.**