

Housing Authority of the City of Ansonia

Special Meeting Minutes

Wednesday– August 28, 2019

The regular meeting of the Housing Authority of the City of Ansonia was called to order at **6:30 PM** on **August 28, 2019** by Chairman, Joseph Pinto at the Ansonia City Hall, Erlingheuser Room located at 253 Main Street, Ansonia, CT

Pledge of Allegiance.

Roll Call by Executive Director Steven Nakano: Joseph Pinto – Chairman, Samuel Levey – Commissioner, James Prestiano – Commissioner, Matthew Scarpa – Commissioner.

Wilson Lopez -Vice Chairman absent.

Chairman Joseph Pinto asked for the minutes to be reviewed and approved.

- **Motion to approve the minutes of the Special July 31, 2019, August 7, 2019 and August 12, 2019 Meeting of the Board of Commissioners.**

Motion by Commissioner, James Prestiano. **Second** by Commissioner, Matthew Scarpa. **All in Favor.** Motion passes unanimously.

Additions, deletions or corrections to the agenda: none.

Public Session:

Chairman Pinto opened the public session.

Naomi Wallace- John J. Stevens Apartments. Ms. Wallace stated the reason she came to the meeting is because she is very upset and surprised at the actions of the Housing Authority regarding the trees that were taken down on the property. She feels the trees should not have been taken down and she is very upset that her and the other tenants were not informed of this previously. There was no notice. She spoke with someone at the Authority who told her the agency is going to plant other trees in the place of the ones that were cut down as well as other improvements to the property. Ms. Wallace stated that she has gone through all the proper channels and she still did not receive the answer that she wants. She called the Executive Director to inform him no letter was sent out to the tenants. She feels she, as well as the other tenants, were disrespected by the agency for not informing them. Ms. Wallace also spoke to the Mayor regarding this issue.

Chairman Pinto apologized for the agency not informing the residents. He stated that this will not happen again.

Ms. Wallace, also was unhappy with the fact that she received a notice that an inspection was to be done at a certain date and time and no one showed up. The next day the inspector showed up with maintenance. She as well as other tenants cannot be kept waiting all day.

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The last issue Ms. Wallace reported was that the tenant right next to her has health issues and she was told her flowers that are outside will have to be taken away. This is therapeutic for her.

Barbara Borrowman- John J. Stevens Apartments. Ms. Borrowman first questioned when the HUD inspection was done.

Director Nakano replied that the inspections were done on July 12th. HUD requests a rent roll and then they select the apartments. Not all apartments get inspected, just the ones randomly selected by the HUD Inspector.

Ms. Borrowman explained that she is upset with the agency for taking down all the trees on the property. She stated that there are quite a few trees in the back near the parking lot that need to be taken down, they are hanging over and the residents are afraid to park their cars there. Ms. Borrowman has pictures and also a poem regarding trees.

Ms. Borrowman and other tenants have concerns and they are as follows:

- Concerned with all the trees that have been removed
- The rain gutters need attention, water flows over them
- The building could use a power wash and painting
- The roof over the upstairs furnace closet is leaking and has been since March of 2018 and now the water is leaking in Ms. Borrowmans kitchen (stains on the ceiling)

Ms. Borrowman would like to know why money is being spent on cutting down trees and putting up a gazebo which was not needed, and the important items have not been addressed.

Chairman Pinto asked Ms. Borrowman if she would like to leave a copy of the pictures and the poem and they will be included in the minutes.

❖ Please see attached

Ms. Borrowman stated that she is very happy living where she is and everyone at this complex likes each other and they all get along. She would like to have been notified beforehand for anything being done at this location. Even as far as the gazebo being installed which Ms. Barrowman said is a joke, it's too small.

Mrs. Reynolds has a complaint to the City regarding the handicap entrance. If you do not have a wheelchair with large wheels, it is difficult to get over the threshold.

Chairman Pinto asked if anyone else from the public wishes to address the Ansonia Housing Authority Board of Commissioners. Hearing none the Public Session was closed.

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Review of Financial Statements:

Executive Director Nakano gave a brief summary of the financials for July.

Director Nakano stated to recap the financial statements for the period ending July 31, 2019 are as follows:

Revenues from operations for the seven-month period ended July 31st were \$1,366,020 as compared to budgeted operating revenues of \$1,567,228 for the same period. The driver for this variance was from 2017 less than anticipated CFP grant income that had come in.

Expenses for the seven-month period ending July 31st as compared to the budgeted operating expenses for the same period provided the agency-wide budgeted net income of \$70, 635.

Commissioner Prestiano questioned the driver for the expenses for the last six-month period. What are the differences, the 22.04% positive variance)?

Director Nakano explained that the reason for this is the agency received the approval for the drawdown on the new CFP for 2018, which is at a higher amount as compared to what was given in 2017 because at that time the agency was a standard performer. It is now a high performer, so the amount is higher.

Chairman Pinto inquired if anyone had any questions for Director Nakano concerning the financials.

- **Motion to accept the monthly financial statement.**

Motion by Commissioner, Matthew Scarpa. **Second** by Commissioner, Samuel Levey. **All in favor.** Motion passes unanimously.

Monthly Reports:

Executive Director, Steven Nakano will present his Director's Report for July 2019.

Executive Director presented his report for July.

Director Nakano reported the following:

- The Electrical Common Areas have been upgraded at 11 May Street, Ansonia, CT.
- The Permits have been pulled for the replacement of the ducted range hoods at Monsignor Hynes Apartments, 70 Woodlawn Avenue, Ansonia, CT.
- The company for the replacement entry doors at the Monsignor Hynes Apartments, 70 Woodlawn Avenue, Ansonia, CT; has been selected.

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- Some quotes have come in for the replacement of the Fire Alarm panel system; at Monsignor Hynes Apartments, 70 Woodlawn Avenue, Ansonia, CT.
- Upgrading the Outdoor lighting at the James J. O'Donnell Apartments; 63 Woodlawn Avenue, Ansonia, CT.

Chairman Pinto questioned if the permits were pulled and issued?

Director Nakano replied they have been approved by the City Council.

Commissioner Scarpa questioned if Executive Director Nakano would be submitting the quotes for the fire alarm system for Monsignor Hynes Apartments.

Director Nakano answered he only received one quote so far, the RFP is still open, and he will be discussing it in the future. The job could cost as much as \$100,000.00.

Chairman Pinto asked if anyone had questions for the Executive Director.

- **Motion to accept the Executive Director report.**

Motion by Commissioner, James Prestiano. **Second** by Commissioner, Matthew Scarpa. **All in favor.** Motion passes unanimously.

Administrative Assistant Report, Lisa Thompson presented the monthly report.

Ms. Thompson stated that all reports have been completed and submitted through the end of August 2019.

Public Housing Operations Report, Lisa Thompson presented the monthly report.

John J. Stevens- 75 Central Street:

Ms. Thompson reported there were 8 routine work orders and they were all completed. There are no vacancies at this location.

Monsignor Hynes Apartments- 70 Woodlawn Avenue:

There was a total of 23 work orders, all routine and all completed. There is one vacancy at this location. This unit is currently offline. There is a problem with water coming up from the floor.

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James J. O'Donnell Apartments- 63 Woodlawn Avenue:

There was a total of 14 routine work orders, and all were completed. There are 6 units vacant. Out of the six units three of them will be leased for September 1, 2019.

Scattered Site Property- 11 May Street:

There were 8 routine work orders, and all were completed. The second-floor apartment is vacant, and maintenance is working in the unit and Someone is interested in renting it for September.

Chairman Pinto asked if anyone had any other questions. Hearing none motion was made.

- **Motion to accept the Administrative Assistant and the Public Housing Operations Reports.**

Motion by Commissioner, Matthew Scarpa. **Second** by Commissioner, Samuel Levey. **All in Favor.** Motion passes unanimously.

*All reports presented will be on file with the filing of the minutes of the Ansonia Housing Authority for
August 28, 2019.

Report of Committees: None.

Unfinished Business: None.

New Business:

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**Resolution 2019-04**

**RESOLUTION AUTHORIZING THE APPROVAL OF A CONTRACT BETWEEN THE  
HOUSING AUTHORITY OF THE CITY OF ANSONIA AND STANLEY CONSTRUCTION  
LLC FOR THE REPLACEMENT OF ENTRY DOORS AT MONSIGNOR HYNES IN AN  
AMOUNT NOT TO EXCEED \$155,625.00 AND BE COMPLETED BY DECEMBER 31, 2019.**

**WHEREAS**, the Housing Authority of the City of Ansonia solicited a bid / RFP for construction work at Monsignor Hynes; and

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**WHEREAS**, the specific services request under the bid / Request for Proposal AHA-RFP-2019-09, the project bids closed on August 15, 2019 and two bidders, Stanley Construction LLC and Olympus Construction submitted a bid; and

**WHEREAS**, Donald Smith, Consulting Engineer completed the design for the replacement of the doors at Monsignor Hynes Apartment Complex; and

**WHEREAS**, Facility Support Services (FSS) provided Asbestos Abatement Specification for the removal of asbestos; and

**WHEREAS**, two contractors attended the pre-bid walk through of the site. The bid closed on August 15, 2019; and

**WHEREAS**, the contract to replace doors at Monsignor Hynes in an amount not to exceed \$155,625.00 to be completed by December 31, 2019.

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ANSONIA THAT:**

1. The Executive Director is hereby authorized to enter into a contract for door replacement at Monsignor Hynes between the Housing Authority of the City of Ansonia and Stanley Construction LLC in an amount not to exceed \$155,625 with the work to be completed by December 31, 2019.

Chairman Pinto explained that at a previous Board Meeting the residents complained that some of the Entry Doors did not close and there was significant rust on the doors, and it is an overdue project that needs to be completed.

Chairman Pinto inquired how many bids were received and was Don Smith the engineer.

Director Nakano replied two bids and yes Don Smith designed the project. It is to replace the exterior doors in the front and back of the buildings.

Chairman Pinto asked how many doors are being replaced.

The total amount is 45 doors.

- **Motion to approve Resolution 2019-04.**

**Motion** by Commissioner, James Prestiano. **Second** by Commissioner, Matthew Scarpa. **All in Favor.** Motion passes unanimously.

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- Motion to adjourn at 7:05 p.m.

**Motion** by Commissioner, Matthew Scarpa. **Second** by Commissioner, James Prestiano. **All in Favor.**  
Motion passes unanimously.

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

WOODMAN, spare that tree!  
Touch not a single bough!  
In youth it sheltered me,  
And I'll protect it now.  
'Twas my forefather's hand  
That placed it near his cot;  
There, woodman, let it stand,  
Thy axe shall harm it not!

That old familiar tree,  
Whose glory and renown  
Are spread o'er land and sea,  
And wouldst thou hew it down?  
Woodman, forbear thy stroke!  
Cut not its earth-bound ties;  
O, spare that aged oak,  
Now towering to the skies!

When but an idle boy  
I sought its grateful shade;  
In all their gushing joy  
Here too my sisters played.  
My mother kissed me here;  
My father pressed my hand -  
Forgive this foolish tear,  
But let that old oak stand!

My heart-strings round thee cling,  
Close as thy bark, old friend!  
Here shall the wild-bird sing,  
And still thy branches bend.  
Old tree! the storm still brave!  
And, woodman, leave the spot;  
While I've a hand to save,  
Thy axe shall hurt it not.

George Pope Morris



JOHN J. STEVENS APARTMENTS  
75 CENTRAL STREET

CONCERNS:

TREES REMOVED

ROOF OVER UPSTAIRS FURNACE CLOSET IS LEAKING (this closet is located in Apt. 34)  
The leak is spreading onto ceiling of kitchen in Apt. 34.

RAIN GUTTERS NEED ATTENTION. WATER FLOWS OVER GUTTERS.

BUILDING COULD USE A POWER WASH AND PAINTING.  
(One resident suggested a power wash might take care of the spider problem).

Barbara Borrowman  
75 Central Street  
Apt. 34

April 03, 2019

#### CONCERNS/COMPLAINTS

- 1) FIRE HAZARD: Someone is smoking and dropping cigarette butts and burned matches in the stairwell next to the laundry room. There are dried leaves in that area and I'm concerned about the possibility of fire.
- 2) UNAUTHORIZED VEHICLE: There is a light green Subaru Outback which has been parked for three weeks and has not moved. The license number is 6XAS.
- 3) The roof over the furnace room in my apartment is still leaking.

NOTE ADDED ON 08/28/2019: The first notice to the Housing Authority was on March 5th, 2018. There have been several reminders since then.















