

CITY OF DERBY
DERBY HOUSING AUTHORITY
Minutes – March 2, 2017

Special Meeting of the **Derby Housing Authority** was called to order at **7:30 PM** by Linda Fusco, Acting Chairwoman of the Derby Housing Authority Wednesday – **March 2, 2017.**

Acting Chairwoman, Linda Fusco welcomed all present.

Pledge of Allegiance.

Roll Call: Acting Chairwoman Linda Fusco, Commissioner Pauline Monaco, Commissioner Stan Muzyk, Commissioner Adam Pacheo, Commissioner Kathi Ducharme and Steven Nakano, Executive Director.

Approval of the Minutes of February 1, 2017.

- **Motion to approve the minutes as presented for February 1, 2017.**

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

Additions, Deletions, or Corrections:

Special meetings do not allow for additions to the agenda as presented.

Public Portion:

Leona Harvie – 27 Stygar Terrace, Derby. Mrs. Harvie questioned sections of the leasing agreement with the tenants and the Derby Housing Authority with regards to dogs and cats. She made point of the neighbor behind her to her knowledge has a dog and it is not a service dog or and permitted companion animal as allowed under the ADA laws. The dog in question continually barks especially in the early morning when she is trying to sleep (2:30 – 4:00 AM).

Her other question was with regards to adding additional washers and dryers to the laundry area at Stygar Terrace, perhaps the stackable washer/dryer combinations. Executive Director, Nakano stated that he would check with the company which the DHA has the contract for the washers/dryers to see if this is possible.

The last issue she presented was the parking issue. She stated that she does have a car which she shares with her daughter and on occasion will bring it back to her apartment at Stygar Terrace. It was made know that she does have a parking permit sticker issued by the DHA however, when she does have the opportunity to drive the car the issue is she has no place to park. The topic of assigned parking spaces has been brought up in the past as echoed by long time commissioners.

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Executive Director, Nakano stated that this has been brought up previously and the residents did not want this to happen. He made note that for a long time the residents at Guardiano Terrace wanted assigned parking and for the most part this did not make most of the residents happy. If the residents are assigned parking spaces at Stygar Terrace the outcome may be that the residents' may not have the parking space that they currently for the most part occupy.

Commissioner Pacheo agrees with numbering the parking spaces and to further contact a local towing company to have those illegally parked towed at the owners' expense. Commissioner Ducharme agreed but, added that a 30 day notice should be sent to each resident.

Loretta Sexton – 29 Stygar Terrace, Derby. Mrs. Sexton concern was with after-hours visitors and the noise. It has gotten worse as time goes on even with her confronting the resident in question between the hours of 10:30 – 1:30 AM. The Commissioners told Mrs. Sexton to call the police especially if the incidents are happening when the office is closed.

Pauline Monaco – Guardiano Terrace, Derby. Mrs. Monaco commented on the parking problem at Stygar Terrace and told the members present that there was a similar problem at Guardiano Terrace and for the most part the numbering has helped but there still are issues.

Rosanna Velez – 144 Stygar Terrace, Derby. Mrs. Velez had some of the same concerns with regards to the lease that all residents must sign yearly. There are several residents that are not abiding by the rules of the lease and asked the commissioners to take a better look at those residents not following the rules. Her ending comment was that if she and others must follow the regulations/rules of their lease then all residents should be held up to the same. Two issues brought up were hoarding and overnight guests that stay for extended periods of times and not notifying the DHA as required.

The commissioners reported that an outside company will be doing all of the inspections for all 106 units and this will lead to a more detailed report with a better follow-up. They also informed all of the residents that if there is any disturbance at any of the complexes they should call the Derby Police Department immediately.

Mrs. Velez mentioned that she would like to see the Executive Director at the complexes more. Mr. Nakano mentioned that he can meet with anyone at his office at any time if there are any issues that need to be discussed or just to stop by.

Conversations continued amongst the DHA Commissioners with regards to lease violations and the action to be taken by the DHA and the Commissioners to help all residents to be treated equally and fairly. No action at this time.

Linda Swinski – 15 Guardiano Terrace, Derby. Ms. Swinski questioned the loud noise from other residents' apartments from either their televisions or radio. The commissioners stated that

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in residential areas there is a 10:00 PM noise ordinance. Again they reiterated that the residents must call the Derby Police Department to have the complaint on record.

Frank Meaney – 12 Gardiano Terrace, Derby. Mr. Meaney voiced his concern with regards to the laundry room always being over used and if there was a possibility to have stackable washer/dryer combinations installed. As with the previous question regarding this same issue Executive Director, Nakano will check with the company that services the washers/dryers and the feasibility of changing to stackables.

Public portion closed.

Old Business:

- a. Parking lot/sidewalk issues at the three housing complexes.

Executive Director, Nakano reported to the commissioners that he had walked the three complexes with Ed McManus from McManus & Sons Construction since the last meeting. Mr. McManus marked the areas in question and has agreed to place a temporary patch on the designated areas and once the asphalt plants open a permanent fill will be done. Commissioner Pacheo asked if the job will cost additional funds or is it still part of the previous contract. Executive Director, Nakano stated that the work is still under contract and there should be no additional cost.

- b. Website update for DHA.

Executive Director, Nakano reported that he has been in contact with the IT Company that currently maintains the DHA computer system and they stated that can do the web page also.

Commissioner Pacheo asked if there would be a cost involved. Executive Director, Nakano stated there would be start-up costs and he would check to see if there monthly or yearly maintenance costs.

No action at this time.

New Business: None

Director's Report:

The Director's Report for **February, 2017** was presented by Steven Nakano, the Executive Director.

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Director's Report: February, 2017
Stygar Terrace: No Vacancies.
Cicia Manor: No Vacancies.
Lakeview Apartments: Unit #3 ready for occupancy as of March 1, 2017.

Miscellaneous:

Bill payment report placed on file.
Paid vouchers and bills placed on file for review.

Section 8 Program:

Landlord checks for the month of March, 2017 were processed and mailed out.
Paid vouchers and bills for Section 8 placed on fill for review.
PIC reporting is currently at 100%

- **Motion to approve the Director's Report for March, 2017 as presented.**

Motion by Pauline Monaco. **Second** by Adam Pacheco. **All in Favor.** Motion Passes.

**All reports will be placed on file with the filing of the minutes of the Derby Housing Authority of March 2, 2017 at the Derby Housing Authority Offices located at 101 West Fourth Street, Derby, CT.

Adjournment.

- **Motion to adjourn at 8:18 PM.**

Motion by Stan Muzyk. **Second** by Adam Pacheco. **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 scheduled meeting.