

**CITY OF DERBY**  
**DERBY HOUSING AUTHORITY**  
Minutes – May 3, 2017

**Meeting** of the **Derby Housing Authority** was called to order at **6:35 PM** by Linda Fusco, Chairwoman of the Derby Housing Authority Wednesday – **May 3, 2017**.

Chairwoman, Linda Fusco welcomed all present.

**Pledge of Allegiance.**

**Roll Call:** Chairwoman Linda Fusco, Commissioner Pauline Monaco, Commissioner Kathi Ducharme and Steven Nakano, Executive Director.

Commissioner, Stan Muzyk excused absence. Commissioner, Adam Pacheco absent.

- **Motion to add, #7 d. Barron Block sewer bills. Discussion of WPCA prior to Approval on the Minutes of April 5, 2017 with Atty. Greg Stamos.**

**Motion** by Kathi Ducharme. **Second** by Pauline Monaco. **All in Favor.** Motion Passes.

**7 d.** Atty. Greg Stamos thanked the Commissioners for this opportunity to address the commission and answer any questions that they may have regarding the City of Derby WPCA past due bill for the Barron Block Building acquired by the Derby Housing Authority in August of 2013.

Atty. Greg Stamos stated that when the closing took place through a foreclosure all of the details were written out in the filing documents filed on August 1, 2013. The City of Derby mailed out the yearly WPCA bills for the year which were due between July 1, 2013 and August 1, 2013. Anything not paid as of August 1, 2013 was considered late at which time interest and late fees are incurred.

Atty. Greg Stamos was questioned why there was not full disclosure that the fees were due and that at the actual day the document was filed the WPCA bill was delinquent. It was pointed out in the final statement from Atty. Stamos that there were portions of previous WPCA bills on the Barron Block that was paid as a percentage by DHA and the remaining by the seller during the time leading up to the final closing.

Laura Wabno, recording secretary for the DHA and the former Town Clerk for the City of Derby questioned if a proper title search was done prior to the closing which is standard procedure and if so why was it not disclosed. She stated that title searchers (which are bonded/insured) usually go to the Tax Collector and the WPCA office for all updated information and then into the vault in the Town Clerk's office to do the land records search. At which point a full report is given to the seller/buyer, the WPCA pending bill should have been duly noted in the Title Searchers report.

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Ms. Wabno again asked Atty. Stamos why the portion due by the seller and a portion due by the Derby Housing Authority was not disclosed that there was a bill due when the actual signing of the **Foreclosure Bill of Sale** was **July 23, 2013** prior to filing in the City of Derby Town Clerk's Office dated **August 1, 2013**. The 2012 bill was **due** between **July 1, 2013 and August 1, 2013** (it was indicated that the billing is for the previous year 2012 and is determined by water usage from the Regional Water Company). Atty. Stamos had no explanation why this was not disclosed.

He did state that the DHA could appeal the outstanding balance (\$17,378.74) to the WPCA at their monthly meeting, which will be held Wednesday – May 17, 2017 @ 6:30 PM in the City of Derby Aldermanic Chambers. There is no guarantee and he would have to reclude himself being that he does have occasion to represent the City of Derby WPCA in different legal situations.

Commissioners continued to talk with Atty. Stamos and decided to have Executive Director, Steve Nakano contact the current chairman of the WPCA, Jack Walsh and one or two of the commissioners prior to the meeting to discuss the options.

The commissioners thanked Atty. Stamos for attending the meeting regarding this issue.

**Approval of the Minutes of April 5, 2017.**

- **Motion to approve the minutes as presented for April 5, 2017.**

**Motion** by Kathi Ducharme. **Second** by Pauline Monaco. **All in Favor.** Motion Passes.

**Additions, Deletions, or Corrections:**

- **Motion to add the following additions to Old Business:**

**7 e. Parking stickers for the residents at the three complexes.**

**Motion** by Kathi Ducharme. **Second** by Pauline Monaco. **All in Favor.** Motion Passes.

- **Motion to change Item #10 to Executive Session: Status of Barron Block Building and Interest, then moving Adjournment to Item #11.**

**Motion** by Pauline Monaco. **Second** by Kathi Ducharme. **All in Favor.** Motion Passes.

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**Public Portion:**

**Rosa Valez – 14 Stygar Terrace, Derby.** Ms. Valez expressed her concern regarding security at Stygar Terrace. She stated that she was aware that the funding for the security cameras is not available at this time but, was here tonight to ask for a solution to the problems being placed on the residents of Stygar Terrace's way of life.

She herself has been a victim of someone knocking on her side door and at times pulling on the handle.

Executive Director, Nakano stated that an estimate between \$80,000 and \$90,000 just for Stygar Terrace and approximately \$120,000 for Cicia Manor to have a camera security system in place. Commissioner Ducharme asked if there was any possibility in obtaining any grant money. The Executive Director, Nakano said that he would do some research possibly through Homeland Security and price it out through other sources and report back to the board.

Commissioner, Pauline Monaco asked if other residents were having any similar problems. Ms. Valez stated that other residents have told her of someone knocking on either the side door or the building itself outside of their apartments.

Commissioner, Kathi Ducharme asked the other commissioners just what can be done to make this stop. Commissioner, Kathi Ducharme asked the Executive Director if he could look into a private security company that could patrol all three sites alternating so as not to make it predictable to anyone watching the complexes. Executive Director, Nakano stated that he would look into it and get some quotes and options.

**Loretta Sexton – 29 Stygar Terrace, Derby.** Told the commissioners that she also has been a victim of someone possibly looking into her windows. She has found footprints under her windows that a person would have to be right up next to the window to leave. She has taken to also leaving her outside lights on all night.

**Sue Pease – 3 Stygar Terrace, Derby.** Ms. Pease asked if peep holes could be placed on the entry doors for extra security. She stated that the doors are solid and residents have to open the door to see who is knocking. She personally had one placed in her door and has a stronger feeling of security.

**Linda Swinski – 15 Guardiano Terrace, Derby.** Ms. Swinski asked about painting her apartment. Executive Director, Nakano stated that CHFA/HUD have changed the budget and a lot of what is being asked falls under Capital Improvements. Ms. Swinski then asked what if a resident has someone else paint the apartment and she buys the paint. There was a conversation that this issue was discussed awhile back and it was stated that there was an issue with hiring a

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licensed contractor and making certain that the painter in question has insurance. Executive Director, Nakano stated that he will look back to see how the issue was addressed in the past.

Ms. Swinski than brought up the fact that there still are holes and splits in the driveway and walkways and asked what/when was going to be done. She states that every month she is here asking the same question. The other issue are residents blocking the walkway to the dumpsters.

The commissioners all echoed in and stated that all of the issues presented tonight will be looked into and they will hopefully be able to report back at the next meeting.

Public portion closed.

**Old Business:**

**7 a. Repairs to the parking lots at Lakeview Apartments and Stygar Terrace.**

Discussion amongst the commissioners centered on just what can be done now. It was determined that COLD PATCH would be used at a temporary patch until the issue can be addressed in the correct manner.

- **Motion to have COLD PATCH placed in all of the areas in question at Lakeview Apartments and Stygar Terrace.**

**Motion** by Pauline Monaco. **Second** by Kathi Ducharme. **All in Favor.** Motion Passes.

**7 b. Resident complaint form.**

The commissioners were presented with a draft of a *Resident Report/Complaint Form* to be placed at each complex for the residents to use.

Commissioner, Ducharme stated that she liked the form and suggested that there be more lines for the residents to write on.

- **Motion to approve the use of the *Resident Report/Complaint Form* with the additional lines as requested.**

**Motion** by Kathy Ducharme. **Second** by Pauline Monaco. **All in Favor.** Motion Passes.

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**7 c. Update on the Derby Housing Authority web page.**

Executive Director, Nakano presented a mock-up of the proposed web page explaining that the City of Derby web page will have a connection to the Derby Housing Authority page.

No action required.

**7 e. Discussion of Parking Stickers for all residents.**

Executive Director, Nakano stated that all residents are issued a Parking Permit Sticker when they sign their initial lease with the Housing Authority and are instructed to place the sticker on the front window of their car(s) visible for anyone to see.

No action required.

- **New Business: None**

**Director's Report:**

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

<b>Director's Report:</b>	<b>April, 2017</b>
<b>Stygar Terrace:</b>	No Vacancies.
<b>Cicia Manor:</b>	Unit #64 ready for occupancy June 1, 2017. Unit #66 ready for occupancy May 1, 2017.
<b>Lakeview Apartments:</b>	No Vacancies.

**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 May, 2017 were processed and mailed out.

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Paid vouchers and bills for Section 8 placed on fill for review.

PIC reporting is currently at 100%

**Update on interest for Barron Block. Moved to Executive Session.**

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

**Motion** by Pauline Monaco. **Second** by Kathi Ducharme. **All in Favor.** Motion Passes.

**Executive Session:**

- **Motion to go into Executive Session at 7:40 PM, discussion of the Barron Block Building property.**

**Motion** by Chairperson, Linda Fusco. **Second** by Kathi Ducharme. **All in Favor.** Motion Passes.

- **Motion to come out of Executive Session at 7:55 PM and to Adjournment at 7:55 PM.**

**Motion** by Chairperson, Linda Fusco. **Second** by Pauline Monaco. **All in Favor.** Motion Passes.

\*\*All reports will be placed on file with the filing of the minutes of the Derby Housing Authority of May 3, 2017 at the Derby Housing Authority Offices located at 101 West Fourth Street, Derby, CT.

**Respectfully submitted,**

*Laura A. Wabno*  
**Recording Secretary**

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