

**Derby Housing Authority
Minutes
September 3, 2014**

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.

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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.

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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.

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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.