

Naugatuck Housing Authority
Regular Meeting of the Board of Commissioners- Minutes
May 11, 2011

Call to Order: 5:05pm

Commissioner Swanson called the Regular Meeting of the Naugatuck Housing Authority to Order at 5:05 pm. Said meeting was held at the George B. Lewis II- Community Room, Weid Drive, Naugatuck Ct.

The following were in attendance:

Commissioners:
Theresa Swanson
Maria Fidalgo
Elaine Russell

Others:
Kevin Knowles-Executive Director
Sam Behuniak - Maintenance Supervisor
Former Mayor Joan B. Taf

Burgess Laurie Taf Jackson

Absent: Debra Miller

Residents 4

Commissioner Swanson led the meeting in the Pledge of Allegiance to the Flag.

Approval of Minutes

Voted: Unanimously on a motion made by Commissioner Fidalgo and seconded by Commissioner Russell to accept the minutes of the rescheduled regular meeting of April 13, 2011.

Voted: Unanimously on a motion made by Commissioner Fidalgo and seconded by Commissioner Russell to add to the Agenda an item concerning the transfer of up to \$25,000 in Reserve Funds from E: Oak Terrace funds for the outside Lighting upgrade project.

Commissioner Swanson thanked Deputy Mayor Rossi and Burgess Kuczinski for their service as liaisons from the Borough Board'

She congratulated newly elected Burgess, Burgess Laurie Taf Jackson.

Maintenance Supervisor's Report

Maintenance Supervisor's Report
05/11/2011 (For April, 2011)

Federal Complexes

George B. Lewis I – Osborn Road

There were 3 plumbing issues, 5 heat/window issues, 1 appliance (AC) issue and 11 miscellaneous issues.

There were no units leased up for December.

George B. Lewis II – Weid Drive

There were 3 electrical issues, 2 plumbing issues, 2 paint/door issues and 3 miscellaneous issues.

State complexes

Lewis Circle: MR

There were 2 electrical issues, 2 plumbing issues, 1 appliance (AC) issue.

Robert E. Hutt – Congregate

There were 5 electrical issues, 1 paint/door issue, 4 plumbing, 2 appliance(s) (AC) issue and 2 miscellaneous issues.

Oak Terrace

There were 5 electrical issues, 20 plumbing issues, 3 paint/door issue, and 10 heat/window issues, 25 appliance issues (AC) and 11 miscellaneous issues.

General issues: Refrigerator replaced at George B. Lewis I and a stove at Robert E, Hutt- Congregate

MR: Lewis Circle Units being worked on for HUD REAC inspection.

Robert E. Hutt – Congregate- Northeast Generator will begin rebuilding generator on May 11th and 12th. Unit 1-A Valve replacement is being scheduled through M.J Daly.

Congregate- laundry room electrical and plumbing completed in preparation of new washers and dryers.

Grass is being cut at all complexes, leaves are being picked up.

George B. Lewis II- spraying to deal with a Bee problem will take place on May 11th.

Executive Director's Report
April Report
May 11, 2011

All Drawdowns for both HUD funds for both Capital and Operating dollars have been completed for the month of April for our Federal (HUD) Complexes.

I have been in contact with Lt. Harrison of the Naugatuck Police Department on any issue related to the public safety of our residents.

The outside lighting upgrades Project at the Oak Terrace Complex, is in progress. The lowest, responsible bidder will be sent to the Borough Board for their consideration at the May meeting.

The bid will also be reviewed at the NHA's May meeting.

A pre-REAC Inspection will be conducted on May 12th and 13th at the MR: Lewis Circle Complex.

The installation of new cellar windows at Lewis Circle will begin the second week of May.

The renovation of Unit 20 at Lewis Circle is moving along the kitchen will be installed the 3rd week of May.

I have scheduled M.J. Daley to replace valve at Robert E. Hutt-Congregate Unit1-A.

A REAC inspection will take place on May 23rd at George B. Lewis II, residents have been notified. Residents will receive a reminder 5 days before the inspection.

Public comment:

Irene Slabicki-11-a Weid Drive-GBL II

Irene asked if a notice could be sent to GBL II residents, telling them or their aides, not to make a mess in the laundry room. She said a person or people are throwing trash in recycling bins and what should be put in recycling bins in the trash. Executive Director Knowles said a notice will be sent out and posted.

Mrs. Slabicki also asked if Jim Gallagher could get some summer help.

Juel Brinchman 8-E Weid Drive-GBL II-Mr. Brinchman informed all gathered that there will be a Memorial Day Ceremony at the GBL II-Community Room at Weid Drive, on Saturday, May 28th.

The event will start at 10:15 am. And will be followed by a Brunch. Invited Veterans are free, but invited guests are asked to pay \$7 for their Brunch.

Commissioner Elaine Russell asked about the status of moving the Dumpsters at George B. Lewis I. Executive Director Kevin Knowles

informed her that the project was in progress and that the contractor had to give the NHA, some final numbers.

Deputy Mayor Tamath Rossi sent a letter stating that as much as she enjoyed serving as a liaison from the Borough Board to the Housing Authority, she felt that it was proper for newly elected Burgess Laurie Taf Jackson, to serve as the new liaison. Deputy Mayor Rossi also shared with the NHA Commissioners that her schedule had changed such, that she thought that Burgess Jackson assuming the role of liaison, was the proper move.

New Business

Voted: Unanimously on a motion made by Commissioner Maria Fidalgo and seconded by Commissioner Russell to accept the bid from Pro-Energy Lighting LLC, 14 Townline Road, Wolcott Ct, for the outdoor lighting upgrades at Oak Terrace, 53 Conrad Street in the amount of \$77, 000.

Voted: Unanimously on a motion by Commissioner Russell and seconded by Commissioner Fidalgo to enter into an agreement through an Addendum with Carol Jean's Catering and the Naugatuck Housing Authority. The food service contract dated January 21, 2003 between the Naugatuck Housing Authority and Carol Jean, Inc. is hereby extended from July 1, 2011 to December 31, 2011 and shall remain in full force and effect in regards to all of its terms and conditions with the exception of the price schedule.

The price schedule is as follows: \$10.55 per meal from July 1, 2011 to December 31, 2011.

Voted: Unanimously on a motion made by Commissioner Fidalgo and seconded by Commissioner Russell to approve the transfer of up to \$25,000 in E: Oak Terrace Reserve Funds for E: Oak Terrace Lighting upgrade project.

8.) Adjournment

Voted: Unanimously on a motion by Commissioner Russell and seconded by Commissioner Fidalgo to adjourn the meeting at 5:40 p.m.

Respectfully submitted:

Theresa Swanson

Theresa Swanson- Chairperson

Kevin Knowles

Kevin Knowles, Secretary
Executive Director