

Naugatuck Housing Authority  
Special Meeting of the Board of Commissioners- Minutes  
March 2, 2011 (February Meeting)

Call to Order

Commissioner Jackson called the Special Meeting of the Naugatuck Housing Authority to Order at 5:01 pm. Said meeting was held at the Oak Terrace-Community Room, 53 Conrad Street.

The following were in attendance:

Commissioners:

Laurie Jackson

Maria Fidalgo

Elaine Russell

Debra Miller-Absent

Teresa Swanson-Absent

Others:

Kevin Knowles-Executive Director

Sam Behuniak - Maintenance Supervisor

Lt. Robert Harrison NPD

Officer Mike Faval

Residents 9

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

Approval of Minutes

Voted: Unanimously on a motion made by Commissioner Russell and seconded by Commissioner Fidalgo to accept the minutes of the rescheduled regular meeting of January 5, 2011.

Maintenance Supervisor's Report  
January Report for February Meeting

Federal Complexes

George B. Lewis I – Osborn Road

There were 2 plumbing issues, 7 electrical, 2 heat/window issues, 3 appliances (AC) issue and 7 miscellaneous issues.

There were no units leased up for December.

George B. Lewis II – Weid Drive

There were 2 electrical issues, 6 plumbing issues, 2 paint/door issues and 2 miscellaneous issues.

There were no units leased up for December.

State complexes

Lewis Circle: MR

There were 2 electrical issues, 1 plumbing issues, 4 heat-window issues, and 3 miscellaneous issues.

There were no units leased up for December.

Robert E. Hutt – Congregate

There were 4 electrical issues, 1 paint/door issue, 5 heat-window issues, 1 appliance (AC) issue and 1 miscellaneous issue.

There were no units leased up for December.

Oak Terrace

There were, 6 electrical, 13 plumbing issues, 6 paint, door issues, 5 heat/window issues and 12 appliance issues and 13 miscellaneous items.

General issues:

Northeast Generator is waiting for the parts to complete the repair of the generator.

Snow fall total for January 68'' inches.

Stairs by Building 29 need to be repaired.

Thomas Burns still out on medical leave.

Labor Ready had to be called in to shovel rear walks of the buildings at Oak Terrace.

Trash and recycling were finally cleaned up with the help of Labor Ready workers- 2-10-11.

All trucks have plows on them; Jim sanded roads at Congregate, Oak Terrace, George B. Lewis I and II.

Chevy S. and truck brakes blew apart then the reverse on the transmission fell apart- still down.

**Executive Director's Report  
January Report  
February 9, 2011(3-2-11)**

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

**Our NEPA and core activity reports were submitted to HUD.**

**The Reports regarding the Urban Act Grant for the upgrades at Robert E. Hutt- Congregate, Lewis Circle and Oak Terrace have been submitted to the Connecticut Department of Economic and Community Development.**

**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 new Kitchen Remodeling Project at MR: Lewis Circle is nearly complete; the contractor has only a few more units to finish. The New Front/Back and Storm Doors have been installed.**

**Through the DECD'S Urban Act requirements, an Architect/Engineer has been brought on to provide drawings for the outside lighting upgrades at the Oak Terrace Complex. I expect to install about fifteen new lighting fixtures throughout Oak Terrace, as funding allows.**

**Two outside companies were called upon to remove snow from roofs at Oak Terrace and Weid Drive-GBL II.**

Public comment:

Lt. Robert Harrison introduced Officer Mike Faval to the NHA Board, Staff and to the residents of Oak Terrace that were gathered. Lt. Harrison informed the residents that the calls are down from last month and are way down from the last few years. Lt. Harrison went on to warn all gathered to be aware of calls that lead to Identity Theft.

Commissioner Russell asked about Police patrols at GBL I & II, Lt. Harrison responded he would look into the status of her question.

Commissioner Russell also asked for an update on CO2 detectors, Executive Director Knowles told several detectors have already been installed in units that are next to the Boiler Rooms. He went to say that we will be exploring where other detectors should be placed.

Karen Kovach- 32B Oak Terrace- asked if a park bench could be installed near Buildings 31 and 32, she said there used to be one there. Executive Director Knowles said he would look into the matter, in the spring.

Theresa Guisti 7B- Oak Terrace- Thanked the maintenance Staff for their work during all the storms.

Edna Norkus 36C- Oak Terrace thanked the staff for their work during the snow storms.

Ruth Kovach- 31D- asked if a larger sized Clothes Dryer could be made available. Executive Director Knowles said it would be looked into.

Carol Audette - 32D- commented with regards to Dryers and commented on the maintenance staff and snow removal and thanked them. She was happy to hear about the lighting upgrades.

#### 6. New Business

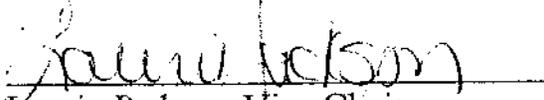
Voted: Unanimously on a motion made by Commissioner Maria Fidalgo and seconded by Commissioner Russell to table the item concerning the contract with Mac Gray until the next meeting.

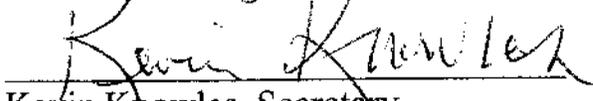
Voted: Unanimously on a motion made by Commissioner Maria Fidalgo and seconded by Commissioner Russell to approve the Contract between the Naugatuck Housing Authority and John S. Sullivan, CPA for accounting services for fiscal year ending 12-31-11.

#### 7. Adjournment

Voted: Unanimously on a motion by Commissioner Russell and seconded by Commissioner Fidalgo to adjourn the meeting at 5:41 p.m.

Respectfully submitted:

  
Laurie Jackson-Vice Chair

  
Kevin Knowles, Secretary  
Executive Director