

**Naugatuck Housing Authority
Special Meeting of the Board of Commissioners
Minutes- February 22, 2012**

- 1.) The Special Meeting of the Naugatuck Housing Authority's Board of Commissioners was called to order at 5:04 p.m. by Vice- Chairperson Debra Miller. Said meeting was held at the Oak Terrace, Community Room- 53 Conrad Street.
- 2.) The following were in attendance.

Commissioners:

Debra Miller
Maria Fidalgo
Elaine Russell
Joan B. Taf

Executive Director Kevin Knowles
Maintenance Supervisor Sam Behuniak
Burgess/Liaison Laurie Jackson
Lt. Robert Harrison NPD
Officer Mike Favale-NPD

Absent: Commissioner Theresa Swanson Residents: 9

- 3.) Vice-Chairperson Miller led in the Pledge of Allegiance to the Flag.
- 4.) Voted: Unanimously on a motion made by Commissioner Fidalgo and seconded by Commissioner Elaine Russell to accept the minutes of the Regular meeting of January 8, 2012
- 5.)

Executive Director's Report
January Report
February 22, 2012

All Drawdowns HUD funds for both Capital and Operating dollars have been completed for the month of January 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.

HUD will also be at George B. Lewis I & II for the yearly REAC Inspection, in March. Tenants will be notified.

The Naugatuck Housing Authority was notified 1/21/12 that our MR: Lewis Circle Complex has passed the HUD- REAC inspection, on our way to the Federalization of the Complex. There is paperwork ahead.

When the MR: Lewis Circle is formally federalized, this will mean both operating and capital dollars for the up keep of the project. Case in point, the sidewalks and driveways need to be torn up and new ones installed.

There is some repair projects that need to be done throughout Lewis Circle from re-painting house numbers, to installing basement locks and there are always issues that pop up with fifty-plus year old buildings. Having Lewis Circle come under the HUD umbrella, will keep our Workforce housing in good shape for many years to come.

I have had meetings with Mayor Mezzo and his Mayoral Aide Edward Carter regarding the NHA applying for a grant from the Small Cities Block Grant Program, for upgrades at our Oak Terrace Complex. I attended a public hearing on the SCBG program and will have to set a meeting for the review of the steps and actions necessary to go forward with the application process. These steps include a Phase I - Environmental Site Assessment, this should identify any lead or asbestos issues.

There are projects at Oak Terrace that were planned for the spring, but with this unseasonal weather we have been experiencing, we are pushing them to an earlier start date. They include drainage, piping and general post winter repairs.

Lease ups 7-a, 19-A, 17-A, 4-E, 33-E, 29-A, 32-E.

Robert E. Hutt, Congregate- I am working on finding a Grant for a new Generator.

The process of replacing the unit(s) front doors that are warped. Sprinkler pipes near the Electrical Room, are going to be wrapped. Also, heating valves on first floor have to be replaced.

6.)

Maintenance Supervisor's Report
January 2012 Report for February 2012

Federal Complexes

George B. Lewis I – Osborn Road

There were 4 electrical issues, 1 plumbing issues and 0 appliance issue (AC). 3 Paint/Door Lock issue, 2 Heat and Window issues, and 8 miscellaneous issues.

George B. Lewis II – Weid Drive

There were 4 electrical issue, 3 plumbing, 1 paint, door, lock, 1 window-heat, 3 appliances, 6 etc.

State complexes

Lewis Circle: MR

There were 2 electrical issues, 3 plumbing issues, 2- paint/door issues and 0-appliance (A/C) issues and 1 Heat and Windows issues and 2 miscellaneous issues.

Robert E. Hutt – Congregate

There were 3 electrical issues, 11 plumbing issues, 0 appliance (AC) issue, 0- Heat and Window, 0 Paint/Door Lock issue, 0 miscellaneous issues.

7.) Public Comment:

Edna Talmadge 32A- Oak Terrace- Edna asked to have her kitchen light, over her sink looked at, there has been a problem since the new energy efficient unit has been installed. She also, talked about a scam regarding a call about a grandson who needed money. She said she didn't fall for it, but she wanted to pass the information along. Edna thanked Lt. Harrison for his help, whenever she calls him.

Lt. Robert Harrison NPD- warned residents to be on the look-out for the phone scams that Edna Talmadge talked about and asked about scheduling a Neighborhood Watch Meeting. A meeting date of 3/7/12 has been identified.

Marie Tortora -17C Oak Terrace- questioned the light near Building 17. Sam Behuniak, Maintenance Supervisor said he is still working on the issue with C L& P.

Ronald Albatis-12F- Weid Drive- Asked the NHA Board of Commissioners to let him install a Digital Antenna to boost his reception. He explained his current Cable bill is a hardship. The NHA Board is reviewing his request.

He also brought to the NHA Board of Commissioners attention that an individual who has been staying at a parent's Unit, over the ten day allowance. Executive Director Knowles told Mr. Albatis that the NHA is already investigating the issue.

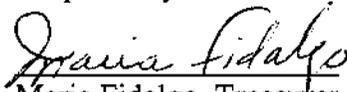
Commissioner Russell questioned the cost of postage regarding paperwork for recertification at GBL I and II. Executive Director Knowles said the process will be reviewed.

Burgess/Liaison Laurie Jackson congratulated her Mother, Commissioner Joan B. Taf. Regarding her appointment to the NHA Board of Commissioners. Burgess Jackson expressed it was the first time her Mom had followed in her footsteps.

(8.) Item 6 on the Agenda was moved to a Special Meeting to be posted for February 28, 2012. The issue regarding Small Cities Block Grant Application was discussed in the Executive Director's Report.

Voted: Unanimously on a motion made by Commissioner Taf and seconded by Commissioner Russell to adjourn the meeting at 6:28 p.m.

Respectfully submitted:


Maria Fidalgo, Treasurer


Kevin Knowles, Executive Director, Secretary