

*NAUGATUCK HOUSING AUTHORITY
REGULAR MEETING OF THE BOARD OF COMMISSIONERS MINUTES
April 11, 2012*

1. The regular meeting of the Naugatuck Housing Authority Board of Commissioners was called to order at 5:02 p.m. by Theresa Swanson, Chairperson. Said meeting was held in the Community Room at The Robert E. Hutt Complex.

The following were in attendance:

COMMISSIONERS:

Theresa Swanson
Debra Miller
Maria Fidalgo
Elaine Russell
Joan B. Taf

Samuel Behuniak, Maintenance Supervisor
Burgess Liaison- Laurie Taf Jackson
Lt. Robert Harrison- Naugatuck PD.
Ofc. Michael Favale- Naugatuck PD.
Bernice Bakstis- Public Housing Manager
Christine Warren- Section 8 Manager
14 Residents

2. Chairperson Theresa Swanson led in the Pledge of Allegiance to the Flag.
3. Chairperson Theresa Swanson motioned to have Bernice Bakstis as acting secretary to take the minutes for the April 11, 2012 meeting only, and was seconded by commissioner Maria Fidalgo.
4. VOTED: Unanimously on motion by Commissioner Debra Miller and seconded by Commissioner Elaine Russell to approve the minutes of the March 14, 2012- Regular Meeting, after a correction was noted by Commissioner Joan Taf and approved by the board.
5. Correction from meeting minutes of February 28, 2012. (6) Tabled – Action on the John S. Sullivan, Fee Accountant contract. Commissioner Joan Taf made a motion to table it, and was seconded by Commissioner Debra Miller.

**Maintenance Supervisor's Report
December Report for January**

Maintenance Director, Samuel Behuniak, read his report and discussed it with the board as follows:

Federal Complexes

George B. Lewis I – Osborn Road

There was 1 electrical issue, 3 plumbing issues, 1 appliance issue. 1 Heat – window issue and 3 miscellaneous issues.

GBL I- Building #4 Pine tree needs to be trimmed back off building.

George B. Lewis II – Weid Drive

There were 2 electrical issue, 6 plumbing, 5 paint- door lock issues, 0 window-heat issues, 1 appliance issue and 5 miscellaneous issues.

GBL II- Building #8 Pine tree branches need to be trimmed back off roof.

State complexes

Lewis Circle: MR

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

Robert E. Hutt – Congregate

There were 5 electrical issue, 3 plumbing issues, 2 appliance (AC) issue, 2 Heat and Window, 0 Paint/Door Lock issue, 7 miscellaneous issues.

Cong- sprinkler system will be getting worked on; Sam to check if Naugatuck Fire Department needs to send a fireman while it is being serviced.

Cong.- Generator- Sam, called 5 companies for quotes received two, Northeast, and Huntington Generator so far.

Cong. -the third dryer vent will be working on Thursday, 4/12/2012.

Oak Terrace

There were 7 electrical issues, 20 plumbing issues and 8 appliance issue (AC). 12 Paint/Door Lock issues, 2 Heat and Window issues, and 21 miscellaneous issues.

OT- Units painted 28D, 22E, 25C, 25E, Stoves and Refrigerators replaced

OT- Installing of the lights in the 30 area the smoke alarms under ground wires were cut from buildings 35, 25 & 19 smoke alarms are not sending signals to the master panel.

Other Maintenance Business

1. GBL I & II- would like the community room carpets steam cleaned.
2. Chevy 2000, put back in service for office to use.
3. Tractor repair or replace. Sam explained that the maintenance has only two tractors in which only one is working. The other one tractor is going in to be serviced at Schmidt and Serafine's, which will take 3-4 weeks because it needs the rear end replaced plus other major servicing and is very old. Schmidt and Serafine, Inc., offered the housing authority a used 2004 tractor for \$3600.00, and/or a 1998 tractor for \$1600.00, both are in excellent working condition. Chairperson, Theresa Swanson, will check budget.
4. Commissioner Joan Taf asked about vacancies, Sam said one at GBL I. Oak Terrace has six. Bernice stated that she showed one unit at Oak Terrace six times and did not rent it. Commissioner Joan Taf asked about trimming the trees at GBL I & II, Sam is to get quotes.

Naugatuck Police Department

Lt. Robert Harrison of the Naugatuck P.D. addressed the room mentioning how quiet the Oak Terrace project has been. He also invited all residents to attend the Neighborhood Watch meeting on April 18th, 2012, at 5:00 PM being held at the Community room at Oak Terrace. There will also be a Neighborhood Watch meeting that has been scheduled for GBL I (Osborn Rd.) in the community room on April 25th, 2012 at 5:00 PM, to 5:45 PM. Then at 6:00 PM., at GBL II (Weid Dr.) community room. Lt. Harrison and the other members will then begin another meeting. This way we will get a chance to meet as many tenant as we can. We had a great turnout from the meeting held last month at Oak Terrace. This will also be a great way for the tenants to meet their neighbors.

Public Comment

Chairperson, Theresa Swanson initiated a five-minute rule for each speaker in Public Comment, and was seconded by commissioner, Debra Miller.

Ms. Andolina (Hutt 1C)- door lock is broken- Sam will check it after meeting; Priority for tomorrow a.m.

Ms. B. Brockwell (Hutt 1F)- (1) Smoking smell in hallway.

Bernice Bakstis said smoking is allowed in their units, she will ask smoking tenants to please use exhaust fans; Sam suggested a roll (door insulation) to cover space between door and floor so smoke will stay in unit.

Ms. Brockwell continued, requesting a "No Trespassing and No Soliciting" sign to be put up outside- Sam will put them up.

Ms. Mary Shea (Hutt 2F)- complained of insects and a mouse in her unit.

Public Comment continued

Mr. Ronald Albaitis (GBL II 12F) Asked about his former request in March to install an outside antenna; Chairperson Theresa Swanson said the board had voted unanimously against it. Commissioner Debra Miller explained several reasons why it was not approved.

Mr. Donaldson (Hutt 1A) complained about guards refusal to help, and saying "Its not my job". He had lost his money in the washer, needed to know what to do. Bernice Bakstis explained that there is a 1-800 number on the wall in the laundry room for him to call to get a refund. She will also put up a posting with the number.

Ms. Andolina (Hutt 1C) asked if they could have a change machine put up in the laundry room. Sam will contact Washer Company to get more information. Commissioner Debra Miller mentioned past experiences with coin machines, but reconsidered due to the Hutts' 24 Security Guards.

Mr. Ronald Albaitis (GBL II 12F) asked again for the Board to reconsider his outside TV antenna if he were to put it on a stand, Commissioner Debra Miller explained once aging the liabilities and other reasons why it was voted down.

Commissioners' Comments

Chairperson Theresa Swanson showed Sam a new form for work orders and maintenance requests.

Commissioner Joan Taf, congratulated the Hillside Students, and PTO members, for presenting a Defibrillator to the Robert E. Hutt, Congregate Housing Complex prior to the Board Meeting today. Many Thanks.

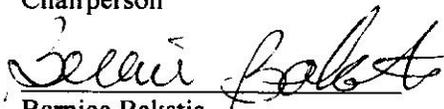
Commissioner Elaine Russell thanked Bernice Bakstis for attending the Board Meetings.

Voted: Unanimously on a motion made by Commissioner Joan Taf and seconded by Commissioner Maria Fidalgo to adjourn the meeting at 5:45.

Respectfully submitted,



Theresa Swanson
Chairperson



Bernice Bakstis
Acting Secretary