

**NAUGATUCK HOUSING AUTHORITY  
REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
January 14, 2015**

1. The Regular Meeting of the Board of Directors of the Naugatuck Housing Authority was held on Wednesday, January 14, 2015. The meeting was called to order at 5:00 p.m. by Chairperson Theresa Swanson. Said meeting was held at the George B. Lewis II Complex, Community Room, 1013 Weid Drive, Naugatuck, CT 06770.

The following were in attendance:

COMMISSIONERS:

Theresa Swanson, Chairperson  
Joan B. Taf, Vice-Chair  
Maria Fidalgo, Treasurer  
Helen Borbas, Assistant Treasurer

Others:

Christine Warren, Executive Director  
Kyle Best, Director of Maintenance

6 Residents

2. Chairperson Swanson led the Pledge of Allegiance to the Flag.
3. **VOTED:** Unanimously on motion by Commissioner Borbas and seconded by Commissioner Taf to approve the Minutes for the Regular Meeting held on December 10, 2014 and Special Meeting held on December 22, 2014.
4. Executive Director's Report read by Christine Warren:

*Executive Director's Report  
December 2014*

All drawdowns of HUD funds for both Capital and Operating dollars have been completed for the month of December for our Federal (HUD) complexes.

**Move-Ins:**

*Public Housing (NHA Properties)*

4 Apartments rented: 1-GBLII, 1-Oak Terrace, 2-Congregate

*Section 8 Program*

1 Move-ins, 6 Moves-within Naugatuck

**George B. Lewis I & II:**

**Reminder: GBL I & II Waiting List was opened effective November 3, 2014. Applications are available at the office located at 16 Ida Street, or will be mailed via phone request. (203)729-8214, Ext 10. So far, we have received approximately 20 applications.**

New Opportunities will be looking at lighting at GBL Complexes in January to determine if NHA is eligible for any energy-saving lighting & heating upgrades at the sites.

**Lewis Circle:**

New circulator pumps were installed on hot water heaters at Lewis Circle. New Opportunities paid 100% for the pumps and labor. These circulator pumps are designed to save residents on their heating costs.

**Oak Terrace:**

Our Grant request for Oak Terrace modernization & site work funds in the amount of \$3,701,675 has been submitted to the Bonding Commission for approval by the State of Connecticut Department of Housing. Once awarded, we will begin the bid process. Apartment improvements include removal of asbestos materials in floors, updated cabinets, updated electrical, and water heaters. Site work modifications included sewer line, sidewalk and paving repairs.

**Section 8:**

We are currently at # 380 on our Section 8 waiting list.

**Miscellaneous:**

NHA is diligent in its efforts to remove snow and sand during and after each snow/sleet event. However, we are asking tenants to use caution when walking on walks and parking lots. In the event any untreated surfaces are noted, please contact our Maintenance office at (203)723-0700, or (203)729-8215 after hours and weekends/holidays.

*Commissioner Taf asked if the Board had any input with respect to how grant money will be spent at Oak Terrace. E.D. Christine Warren informed her that work items were included in original grant request, along with cost analysis and materials testing. However, we will be able to request modifications or additional work if we need to. She asked her to please let her know which items she would like to address and she would forward information to Steve Ball, Grant consultant, Engineers and architects.*

5. Maintenance Director's Report read by Kyle Best.

**Maintenance Director's Report  
December 2014**

- Installed mirrors on Kubota and flaps on sander
- Cleared Snow/Ice 12/9, 12/18, 12/21 All locations

- Changed oil in 2 trucks
- Repaired leaky roof on Building 5 Osborne
- Cleaned and Painted 4 Units (2 Oak Ter, 1 Weid, 1 Congregate)
- Painted 3<sup>rd</sup> floor Hallway at Congregate
- Completed 12 After Hours Calls.
- Completed 99 Work Orders

*Commissioner Taf asked questions with respect to recurrent toilet clog calls appearing on "After Hours" Report for December 2014. She also asked Kyle about a trip issue on work order report, and why it was listed as "no trouble". Kyle Best stated that he inspected the area & it was just the grade off the rear entryway, and not a trip hazard. Tenant was new & unfamiliar with terrain.*

6. **Police Report:** No Police in Attendance

7. **Old Business:** None

8. **New Business:** None

9. **Public Comment:**

Joan Moran (8D) asked why a resident is still parking in one of the three parking spaces designated for "Pickup and Drop-off" only in front of Community Room. Board Member agreed it is not fair to other tenants.

E. D. Christine Warren will address with tenant in question.

10. **Commissioner Comments:** Commissioner Taf commented on how nice to was to see so many residents come out considering how cold it is. Commissioner Swanson wished everyone a Happy New Year.

11. **VOTED:** Unanimously on motion by Commissioner Borbas and seconded by Commissioner Fidalgo to adjourn meeting at 5:30pm.

Respectfully submitted,




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Theresa Swanson  
Chairperson




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Christine Warren  
Executive Director/Secretary

10/10/2020

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