

**Naugatuck Housing Authority
Regular Meeting of the Board of Commissioners-Minutes
June 9, 2010**

- 1.) **Commissioner Swanson called the Regular Meeting of the Naugatuck Housing Authority- Board of Commissioners to order at 5:02 p.m. Said meeting was held at the Oak Terrace, Community Room.**

The following were in attendance:

Commissioners:

Theresa Swanson	Kevin Knowles, Executive Director
Laurie Jackson	Sam Behuniak, Maintenance Supervisor
Maria Fidalgo	Burgess Henry Kuczenski
Elaine Russell	Residents: 5

Absent: Commissioner Debra Miller

- 2.) **Commissioner Swanson led all assembled in the Pledge of Allegiance to the Flag.**
- 3.) **Voted: Unanimously on a motion made by Commissioner Fidalgo and seconded by Commissioner Jackson to add Executive Session to the agenda, for purposes of discussion and possible action regarding contracts.**
- 4.) **Voted: Unanimously on a motion made by Commissioner Elaine Russell and seconded by Laurie Jackson to approve the minutes of the May 12, 2010 Regular Meeting.**
- 5.) **The Maintenance Director's Report was presented by Sam Behuniak as follows:**

***Maintenance Supervisor's Report
06/09/2010 (For May)***

Federal Complexes

George B. Lewis I – Osborn Road

There were 5 electrical issues, 2 plumbing issues, 1 heat/windows issue and 4 appliance (A/C) issues.

There was one leased up for May.

George B. Lewis II – Weid Drive

There were 3 electrical issues, 3 plumbing issues, 3 heat/window issues and 6 appliance (A/C) issues.

There were no units leased up for May.

State complexes

Lewis Circle: MR

There was 1 electrical issue, 6 plumbing issues, 3 paint/door issues, 1 heat/window issue and 11 appliance (A/C) issues.

There were no units leased up May and unit 5-F was cleaned and painted.

Robert E. Hutt – Congregate

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

There were two units (2-H & 3-B) were leased up for May.

The complex's generator units (battery & starter) were replaced for \$1,200.00 and Simplex & Grinnell completed backflow water test.

Oak Terrace

There were 2 electrical issues, 11 plumbing issues, 10 paint/door issues, 1 heat/window issue and 15 appliance issues. Three units (3-B, 3-D and 23-E) were cleaned and painted.

General issues, Brown Roofing repaired roof and chimney at 16 Ida Street, grass was cut on all complexes twice, Schmidt & Serafine's Inc. are rebuilding the lawn tractors, Standard Electric sent 8 lanterns for our street lights, Ceiling fans were requested for the laundry rooms, asphalt ramp needed for wheel chairs to excess to the walkways and drainage needed to repaired walks. The kitchen's counter top and tile were replaced.

6.)

Executive Director's Report

May

June 9, 2010

The MR: Lewis Circle- Energy efficient widow upgrade project is set to begin. Two-sample window installation(s) will precede the main project to make sure the windows conform to the design specifications.

MR: Lewis Circle- the submittals for the door project are being put forward to the architect for approval.

MR: Lewis Circle- the bids for the new kitchen upgrades will be advertised around the second week of June 9, 2010.

George B. Lewis 1- Osborn Road, the new roofs are 90% complete; the siding component is in progress as is the installation of new railings.

All draw downs for both capital and operating funds have been completed for the month of May for our (HUD) federal projects.

I have weekly conversations with Lt. Robert Harrison the Naugatuck Housing Authority's Liaison from the Naugatuck police Department.

The weatherization project at our Oak Terrace Complex is nearly complete and we are still trying to work with New Opportunities, Inc. and CL&P with regards to the common area windows, the windows in buildings one through

I am still in conversations with New Opportunities, Inc. and CL&P concerning Energy Efficient Refrigerators. I have asked Mr. Michael Gurecka- Director of Business Development- Energy Assistance from New Opportunities, Inc to give the Board and residents an update/ report regarding the upgrades through his program. He will be joining us at the June 9, 2010, regular meeting of the Naugatuck Housing Authority Board of Commissioners.

7.) Public Comment

Naugatuck Police Department Report: Lieutenant Robert Harrison, joined by Sergeant Steven Hunt told those gathered that between 5/1/10 and 6/9/10 there were fifty-six calls from Oak Terrace.

These numbers included Police, Ambulance and Firer Department calls and responses.

Lt. Harrison went on to report that there was one report of a larceny that involved a tenant and the tenant's visitor.

Edna Talmadge Unit 32A- Thanked the NHA for installation of the chain-link fence near Building 34. It is working well.

Mrs. Tallmadge: asked that the laundry room in Building 31 be washed down weekly, she stated that the people that use it, are leaving it (Building 31- laundry room) a mess! Maintenance Supervisor Sam Behuniak said he make sure all the rest rooms would be check on and put on a schedule.

Edna Talmadge also brought in a Faucet Aerator that she said was only adding to the water problems she has been experiencing.

Executive Director Knowles asked Mr. Michael Gurecka- Director of Business- Energy Assistance for New Opportunities, Inc. to look into Mrs. Talmadge's issue.

Commissioner Russell asked about the dumpsters near Building 1 at Osborn Road. Executive Director Knowles said that something would be done before the next monthly meeting.

Commissioner Jackson asked if the porch at Robert E. Hutt Complex had been power-washed. Sam Behuniak said that it will be done and by staff from the Oak Terrace Complex

- 8.) Mr. Michael Gurecka- Director of Business Development- Energy Assistance for New Opportunities gave an update regarding the ARRA Weatherization Pilot Project. Mr. Gurecka distributed a summary sheet that showed the items installed and associated cost.

Naugatuck Housing Authority

New Opportunities, Inc.

ARRA Weatherization Pilot Project Summary

Oak Terrace

- a.) 624 windows were installed in Buildings 19-37 for a total cost of \$181,739.84.**
- b.) 158 One Unit Heat Pumps were installed for a total cost of \$572,750.**
- c.) 38 Dual System Heat Pumps were installed for a total cost of \$137,750.00**
- d.) 6 Units had additional wiring done for total cost of \$1,650.00**
- e.) All Units had Faucet Aerators, Electrical Gaskets, Table Lamps, 15W & 20 W CFL Light Bulbs, Smoke Detectors, Shower Heads, Interior Caulking for a total cost of \$28,130.00**

Total Cost Expended to Date of \$922,019.84

- 1.) Windows for the common areas (Building 20,25 and 31) 11 windows requested for a total cost of \$3,059.50.
- 2.) Windows for Buildings 1 thru 18 where A/C Units exist. 56 windows for a total cost of \$18,128.88
- 3.) Energy Efficient Refrigerators for older models.

9.) Chairman Swanson called the meeting into Executive Session at 6:01 p.m.

Chairman Swanson called the meeting back to order at 6:26 p.m.

There were no items emanating from Executive Session.

- 10.) Voted: Unanimously on a motion made by Commissioner Jackson and seconded by Commissioner Russell to adjourn at 6:26 p.m.

Respectfully submitted:

Theresa Swanson

Theresa Swanson. Chairperson

Kevin G. Knowles

**Kevin G. Knowles, Secretary
Executive Director**